



## DRB Application – Modifications

Date of Initial Submission: \_\_\_\_\_ (Resubmission Date (if applicable): \_\_\_\_\_)

Applicant Information:

Name \_\_\_\_\_  Builder  Homeowner

Address \_\_\_\_\_  
\_\_\_\_\_

Phone ( ) - \_\_\_\_\_

Email \_\_\_\_\_ **x** \_\_\_\_\_  
Applicant Signature

Please fully complete all information requested on this application before submittal to DRB. Incomplete applications will be returned to applicant for completion prior to inclusion on the Tohoqua Master Association DRB agenda.

	<b>Lot #:</b>	
Lot Address:		
<input type="checkbox"/> <b>Gutters/Downspouts</b> <i>(May be exposed only if painted to match color of adjacent trim, wall, column, etc.)</i>		
Please provide samples and/or colors for the following changes:		
<input type="checkbox"/> <b>Paint</b> → <input type="checkbox"/> Same color touch-up <i>(sample not required)</i> <input type="checkbox"/> Color Change <i>(color swatch required)</i>		
<input type="checkbox"/> <b>Re-roof</b> <input type="checkbox"/> <b>Solar Panels</b>		
Please provide plans for the following changes:		
<input type="checkbox"/> <b>Pool</b> <input type="checkbox"/> <b>Porch</b> <input type="checkbox"/> <b>Screen Enclosure</b> <input type="checkbox"/> <b>Water Softener/ Filter</b> <input type="checkbox"/> <b>Additions</b>		
<b>Narrative of Change(s)</b> <i>(Please clearly state type of change to be made.)</i>		
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**Required Attachments:**

- Survey of lot (plot plan) with dimensions clearly shown       Construction plans

**FOR TOHOQUA MASTER ASSOCIATION DRB USE ONLY:**

**Date of Decision:** \_\_\_\_\_

**Approved:** \_\_\_\_\_

**Denied:** \_\_\_\_\_

**Deferred:** \_\_\_\_\_

**DRB notes to applicant:** \_\_\_\_\_

## Instructions for submitting a Modification Application

To submit a Modification Application for review and approval, fill out and sign the top part of the Modification Application form and proceed with the following procedure as needed:

- **For Gutters/Downspouts:**
  1. Submit a copy of your marked survey outlining the proposed location of the gutters and clearly marking the locations for the downspouts.
  2. Specify color of proposed gutters and downspouts. Paint color must match adjacent trim, wall, column, etc.
  3. Submit a color copy of the color swatch (sample).
  4. Submit a color picture of the exterior of the house.
  
- **Paint:**
  1. If touching-up the paint of your home with the same, existing color, no need to provide a sample.
  2. If changing the exterior color, color must follow the design guidelines (neutral, earth-tone color) and submit a sample of the color (color swatch).
  
- **Adding a Pool:**
  1. Submit a copy of the survey of lot, highlight area and add dimensions.
  2. Submit detailed description of pool construction plans from a certified vendor.
  3. Under Narrative of Change(s):
    - a. specify pavers for deck and pool colors.
    - b. specify location of pool equipment
      - i. Indicate what will be used to screen the pool equipment from view of the street and neighboring properties.
    - c. detailed description of construction plans for screen enclosure (color of aluminum, picture of what the finished product will look like (specifically the roof).
    - d. have contractor specify impervious % on the plans (or include in the application).
    - e. specify any landscape changes as a result of the installation.
    - f. How will the contractors access the property?
    - g. Is a CDD easement agreement necessary?
  
- **Screen Enclosure:**
  1. Submit a copy of the survey of lot, highlight sides that will be screened in and add dimensions of each side.
  2. Submit detailed description of construction plans from a certified vendor.
  3. Under Narrative of Change(s): specify color of the aluminum. The only allowable color is Bronze.
  4. Submit a color picture showing how the exterior and interior will look like after installed as an example.
  
- **Solar Panels:**
  1. Submit a copy of the survey of lot, mark proposed location(s).
  2. Submit detailed description of construction plans from a certified vendor. Be sure to include the roof pictures showing exact locations. Solar panels should not be installed on the front of the home and should not be visible from the street.
  3. Under Narrative of Change(s): describe request.
  4. Submit any additional information as provided by the vendor.
  
- **Additions:**
  5. Submit a copy of the survey of lot, highlight area and add dimensions.
  6. Submit construction plans from a certified vendor. For patio extensions, include an alternate drainage plan.
  7. Under Narrative of Change(s): describe request.
  8. Submit a picture as an example.
  9. Is a CDD easement agreement necessary?