

FOREST HILLS GARDENS CORPORATION

Two Tennis Place Forest Hills, NY 11375 (718) 268-2420 Fax: (718) 263-4080

Application for Approval of Exterior Work Repair, Minor Additions or Alterations Only

Use this form to obtain approval from the Forest Hills Gardens Corporation (FHGC) Architecture Committee for any work you wish to perform on the exterior of your home, including on the land or any structure. To expedite the review process, complete the form and submit all pertinent information related to your project; i.e., photographs of existing conditions, proposed materials, specifications, drawings, plans, survey, etc. Product samples are required in some cases.

Although installation of plantings does not require FHGC approval, please speak to the office staff regarding certain restrictions or if you have any questions filling out this form.

Add	lress of Property:				
	1.	Street and Nu	mber		
Hor	neowner or Co-op O				
		Full Name and	Full Name and Title Address if different from above		
		Address if dif			
Phone Number Day		Cell	Evening	Email	
Che	eck all appropriate c	ategories of work:			
	Exterior building su	Exterior building surfaces (brick, stone, stucco, wood)			
	Roof, leaders, gutters, drywells				
	Painting				
	Windows, basemen	t well covers, doors	s (entrance, garage, storm, securit	ty)	
	Additions to existing structure not requiring foundation (entrance and porch enclosures, canopies, awnings, decks, roof extensions, dormers, steps, railings)				
	Antennas, satellite	dishes, security can	neras		
	Driveways, walkways, patios				
	Fences, walls, gates, arbors				
	Signs, lighting, hardware				
	Through-the-wall and central air-conditioning units				
	Other (please specif	fy)			

DESCRIPTION OF PROPOSAL (Please print):
In order to process your application, a member(s) of the Architecture Committee will conduct a site visit. Access the property is required; please check one of the following preferences:
☐ I authorize access to the property; no prior notice is required. (Selecting this option may expedite the review process.)
☐ I prefer a scheduled site visit. (Selecting this option may require the coordination of multiple site visits with committee members. This could lengthen the review process.)
I understand this form only serves as an application for approval and is not approval of the proposed work of project. Approval by the Forest Hills Gardens Corporation, if given, will be in <i>writing</i> and work may not commence until final written approval is given. I also understand that any work completed without written approval may constitute a violation and will be subject to remediation at my own expense.
SIGNATURE of HOMEOWNER or CO-OP BOARD PRESIDENT
Print Name Date