



Forest Hills Gardens Corporation (FHGC) Application for Approval of Exterior Work: Paving & Masonry Projects

Property & Contact Information

Property Owner	
FHGC Address	
Mailing Address (if different from above)	
Telephone	
Email Address	

Required Supporting Documentation

- Dimensioned scale drawing/diagram of proposed paving
- Photograph/s showing location of work
- Sample material/s placed on site for committee inspection (see reverse side for procedure details).

Project Details

- Type of Paving/Masonry Work: Driveway Walkway Patio Pointing
 Wall Other _____
- Proposed Material (scrubbed pebble finish concrete, blue stone, brick, etc.)

Although not required, you may wish to submit landscaping plans to the Architecture Committee to insure there are no elements which require FHGC approval.

Site Visit

If a site visit is needed, please check the following to indicate your preference:

- I authorize access to the property; no prior notice is required.
- I prefer a scheduled visit. (Selecting this option may require coordination of multiple site visits with committee members and will lengthen the review process.)

Signature of Property Owner

I understand this form is an application for approval and approval by the Forest Hills Gardens Corporation, if given, will only be valid if provided in *writing*. Work may not commence until final written approval is issued. I also understand that any work completed without express written approval from FHGC may constitute a violation and will be subject to remediation at my own expense.

Signature: _____ Date: _____

Application Reference and Guidance Information

Standards

Forest Hills Gardens seeks to protect the existing green space of our garden community. This green space serves not only to provide beauty but is very important for the management of rainwater runoff and to mitigate flooding. To this end, homeowners must carefully consider how much space is actually required to accomplish a paving project and keep hardscape to a minimum. For example, consider stepping stones rather than solid paved walks were practical. Examples of some acceptable hardscape materials include traditional materials such as scrubbed pebble finish concrete, brick, bluestone and slate. Marble, granite, precast cement pavers are some examples of material that are not permitted for paving.

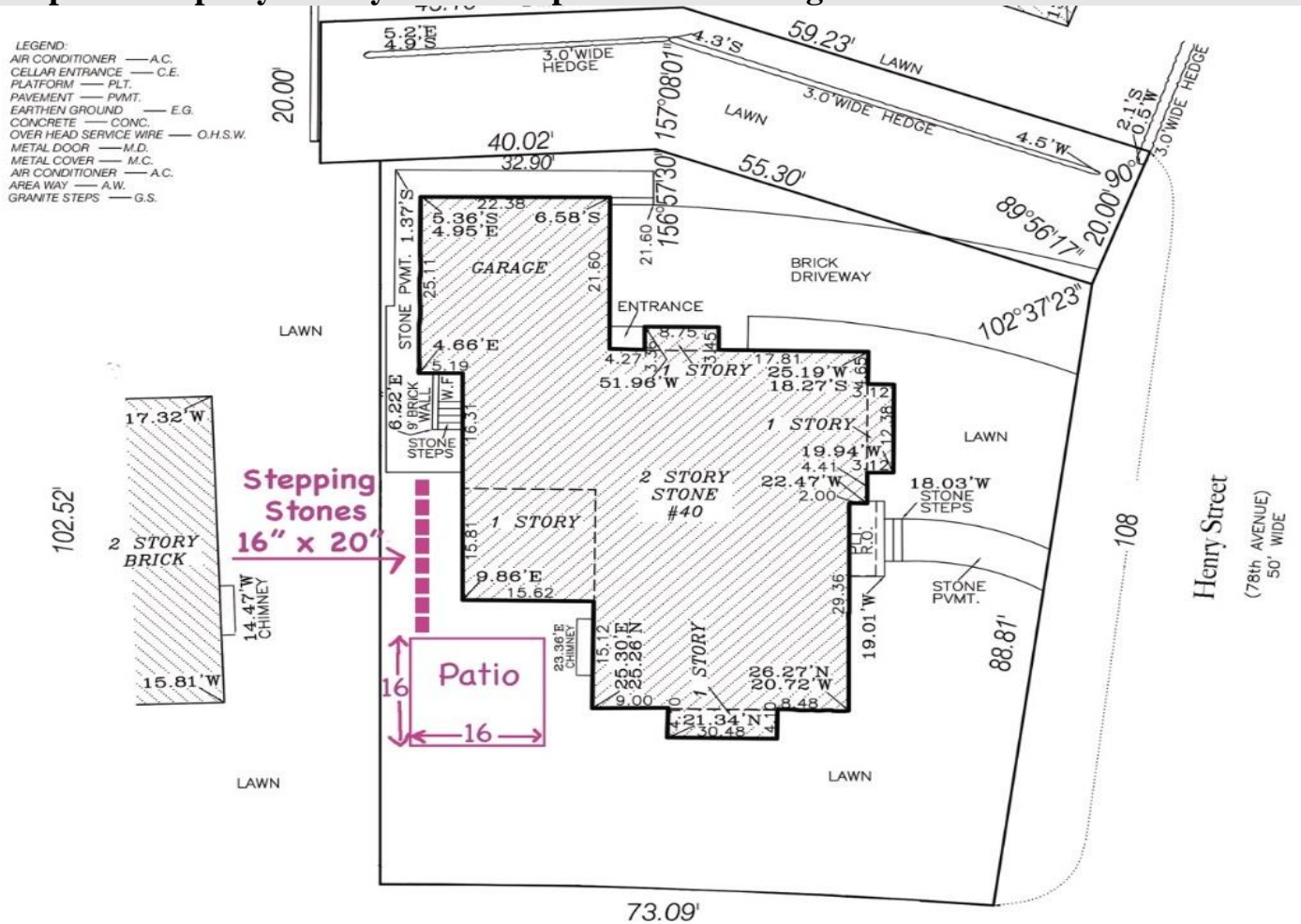
Submit the Following Information with Your Application

1. Photo of existing conditions.
2. Sketch, preferably on the existing property survey, with dimensions of proposed dimensions of new paving.
3. Samples of materials are required for inspection by the Architecture Committee before final approval may be granted for all paving projects. Call the Office when samples are available for inspection and to inform where the samples are located.
4. We recommend your contractor provide multiple samples to expedite the approval of materials.
5. Final approval of all materials is subject to committee review and approval following the sample review procedure. Please leave the samples at the site, clearly numbered for easy identification. Keep samples covered and dry so they may be viewed in their natural color. Upon receipt of written confirmation that samples were approved for use, you may start your project. You must retain the approved samples in a secure location until your project is completed, the Committee conducts a final inspection of the work and you receive a letter of satisfaction from FHGC.

Submit the following Information with Your Application – Pointing & Stucco Projects

1. Marked up photographs of locations for repair.
2. Mortar samples that closely match the color of the original mortar for joint repair.
3. Stucco samples that closely match the texture of the original stucco.
4. Follow Steps 3 through 5 above regarding the sample review procedures.

Example of Property Survey Marked Up for Patio Paving



Example of Back Stoop Repair Project



New mortar and some new bricks are needed to repair and repoint this half-moon stoop. The contractor will provide samples to be reviewed by the Architecture Committee. If the samples do not match well, new samples will be required & will be reviewed again.



Brick & mortar samples labeled for easy reference

Material Samples for Other Masonry Projects



Stucco: 4 different texture styles



Blue Stone: 2 color samples



Aggregate with Crushed Clay: 3 samples showing color & texture