



Forest Hills Gardens Corporation Application for Approval of Exterior Work: Minor Work Application Form

Property & Contact Information

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

Supporting Documentation Required

- Dimensioned scale drawing/diagram of proposed work.
- Photograph/s showing location of work and existing conditions
- Manufacturer specifications and product information

Project Details

Type of Project: _____

Sample Material for Committee Inspection _____

Color/Material: _____

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 that this form is an application for approval and that 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 & Guidance Information

Submit the Following Information with Your Application

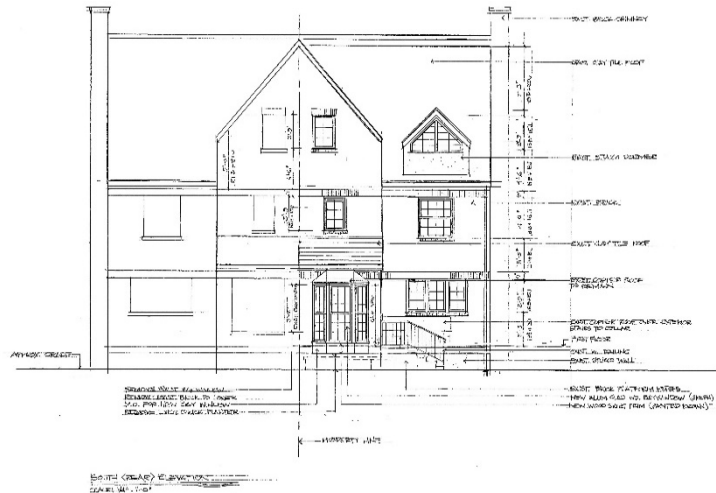
1. Provide a photograph of the location of the proposed work and to document existing conditions.
2. Provide a drawing, diagram, manufacturer product information and/or photo to show what work or installation is proposed. A property survey can be used for many projects.
3. Be prepared to have your contractor provide material samples (e.g., bricks and mortar) which can be placed on site for committee member inspection.

Example drawing/photo

Photo showing location of work



Drawing showing proposed changes to window



Marked Photograph showing location of planned AC unit and pipes.



Survey marked to show planned paving.

