



**Request for Alterations to Exterior of Home
 Estate Lot Neighborhoods**

Neighborhood: _____ Date: _____

Neighborhood Association Contact: _____ Email: _____

To be completed by Homeowner:

Homeowner Name: _____ Address: _____

Email: _____ Phone #: _____

1. Please describe your request. Use a separate page if required.

2. A plot plan showing the location and details of the landscape alteration is required Attached

* For additions, detached outbuildings or exterior changes include working drawings

3. Is this a Health or Safety issue, or is it urgent? No _____ Yes _____ If yes, please explain

Homeowner Disclosure:

I/We have reviewed the Guidelines and believe the request to be in compliance with the Community and Neighbourhood guidelines. I acknowledge a \$35.00 application fee may be required for extensive alterations which require a plan review.

Homeowner/s Signature/s: _____ / _____

Once this form is completed please submit to the Sun Rivers admin office for review and approval: by fax 250-374-0374, email community@sunrivers.com or in person at 1000 Clubhouse Drive. The Community Association will refer it to the Neighbourhood Association and Corix for consent if necessary.

APPROVAL

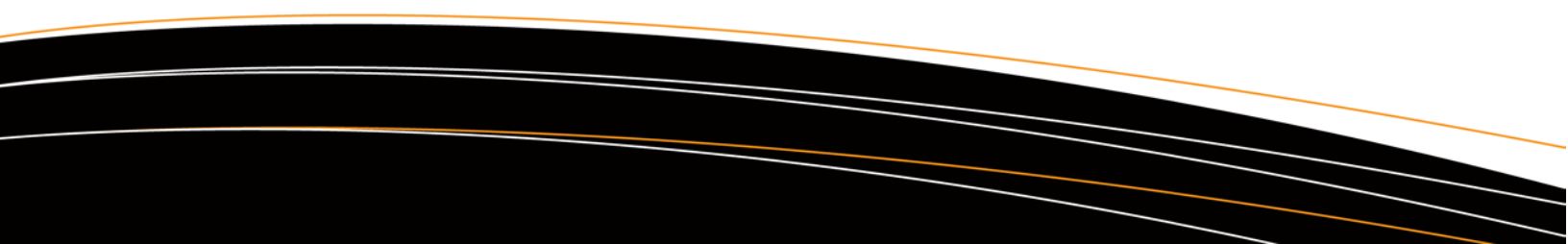
Community Administrator approval: The request for exterior alteration has been reviewed for conformance to the Community and Neighbourhood guidelines and conforms /does not conform. If the request does not conform please see explanatory notes.

Name

Signature

Date

\$35.00 Fee applicable Yes _____ No _____ Rec'd by _____ Date _____



Neighbourhood Association Approval must consist of a majority of the directors.

May be via email directly - cc to community@sunrivers.com

The neighbourhood directors have reviewed the request and:

1) Consent _____

2) Do not consent _____ based on non-compliance with the following section/s of the Guidelines:

Explanatory notes: _____

<u>Name</u>	<u>Signature</u>	<u>Date</u>	<u>Approval received by email</u>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

Corix approval: (required where alteration may impact utility lines or utility easement)

<u>Name</u>	<u>Signature</u>	<u>Date</u>	<u>Approval received by email</u>
			<input type="checkbox"/>

Notes: _____

<u>Administration Use Only:</u>	
Neighborhood Approval	Y / N
Corix Required	Y / N
Corix Approval	Y / N / NA
CSROA Approval	Y / N
Homeowner and NHOA notified	Y / N DATE: _____