

WHITING VILLAGE AT CRESTWOOD COMMUNITY ASSOCIATION, INC.

1 Falmouth Avenue, Whiting, NJ 08759

Phone: (732) 350-2882 Fax: (732) 350-4680

HOME IMPROVEMENT REQUEST FORM

Note: Trustees written authorization must be obtained and all Township permits issued PRIOR TO START OF CONSTRUCTION (if applicable).

1 LINE ITEM PER FORM/MUST BE DOUBLE SIDED

Please print NAME: _____
 Residence _____
 Address: _____
 Name of _____
 Contractor: _____

Date: _____
 Telephone _____
 Number: _____
 Insurance on File: _____
 YES () NO ()

	REF CODE
_____ A/C - New Central System	3, 4
_____ Attic Exhaust Fan - New	4
_____ Dog Run (back yard) See Trustee for size	
_____ Driveway Expansion - Drivewalk/Sidewalk up to 20 FEET WIDE (including walkway) <u>(Drawing needed with measurements) CONCRETE OR ASPHALT ONLY</u>	6, 8
_____ Fireplace - Needs township approval	9,10
_____ Exterior Door - Replacement (Storm Door/Front Door)	2, 4
_____ Garage Door - Replace	2, 4
_____ Charging Station for Electric Car	9,10
_____ Gutters/Leaders/Down Spouts - Install or Replace	2, 4
_____ Patio Enclosure on Existing Concrete Slab (3/4 season room)	3, 4
_____ Patio: New - up to 180 SQ. FT. (concrete slab) <u>(Drawing needed with measurements)</u>	4, 8
_____ Patio: Railings - Install MAX up to 40" Height Front () REAR ()	4
_____ Painting - House Exterior/Shutters/Trim. Provide color samples.	2, 4
_____ Pump & Well - New	3, 4
_____ Roof - Material type _____ Color _____	2, 4
_____ Satellite Dish (Limit one) - Location _____	1, 4
_____ Shutters - Replace	2
_____ Siding - New	2, 4
_____ Solar Panels	1, 3, 4
_____ Sprinkler System - New	3, 4
_____ Tool Storage Bin/Shed up to 4'D X 8'W - Size: _____ Location: _____	7
_____ Tree Removal Private _____ Quantity _____	4
_____ Walkways - Concrete Max Width 36" - Replace existing	4
_____ Windows - Install new or replace existing	3, 4

NOTE: REFERENCE CODE EXPLANATIONS ON BACK OF FORM

Other and Additional Information:

Reference Code Explanations:

1. A copy of the brochure showing the item to be installed, if available.
2. Color must complement overall color scheme of home.
3. All required permits must be issued and properly displayed at the residence by the contractor prior to the start of any construction. (Violation of this requirement will result in a find being assessed to the homeowner.)
4. All installations must be done by a fully licensed and insured contractor. A copy of the contractor's current insurance must be on file in the Village Office before an approval of the request will be considered by the Trustees.
5. It is recommended that full glass storm doors NOT be installed due to excess heat buildup problems which cause warping to the interior door.
6. All installation of expansions must be done by a fully licensed and insured contractor. Expansion must conform with approved driveway material. (Concrete or Asphalt)
7. Indicate tool storage bin location - Can be located on either side or rear of home. CANNOT be located in front of home.
8. Submit drawing
9. Proof of insurance with fireplace/electric charging station on homeowners insurance policy.
10. Permit from Manchester Township must be obtained.

Request was: () Approved () Denied Date: _____

Authorized Approval Signature: _____ Date: _____

Authorized Approval Signature: _____ Date: _____