

Permit Application for Approval – Addition or Alteration to Property

All residents are required to obtain approval before undertaking improvements, repairs, additions or alterations on their property. This requirement assures compliance with the Covenants and Restrictions of our Subdivision. Submission of this application will help to avoid confusion and potential cost to the resident for removing unapproved improvements or alterations. Unapproved work may result in legal action by the **ASCOT** Home Owners Association's Board of Directors.

Before starting any improvements, repairs, additions or alterations, please submit a completed copy of this form to the **ASCOT** Board of Directors. (Email: board@ascothoa.org)

Applicant's Name: _____ Home Phone: _____

Street Address: _____ Lot# _____ Work Phone: _____

Email Address: _____ Cell Phone: _____

Type of proposed project: ☐ addition ☐ alteration ☐ repair ☐ replacement

Attach a description of the project (including dimensions, location, and type of building materials, paint chips and pertinent drawing and sketches)

Structure involved: ☐ fence, ☐ building addition, ☐ roof, ☐ swimming pool, ☐ storage building, or

☐ other _____

Location: ☐ front of house, ☐ back of house, ☐ side of house, ☐ roof, ☐ swimming pool, ☐ storage buildings or ☐ other _____

Finish: ☐ to be left unfinished, ☐ match to existing, ☐ paint (color: _____), ☐ stain (color: _____)

Materials: ☐ wood (type: _____), ☐ brick (must match texture and color of existing brick), ☐ screen, ☐ concrete, ☐ pipe, ☐ electrical, ☐ other _____

Estimated start date: _____ **Estimated completion date:** _____

I understand that I am not to start work on this project without approval of the ASCOT HOA, per the Restrictions and Protective Covenants of ASCOT Subdivision.

Applicant's Signature: _____ Date: _____

Residents should be aware that the City of Baton Rouge may also require a building permit.

For ASCOT HOA Architectural Committee Use Only

Date application received _____ Who received it: _____

ACC Recommendation: ☐ Approved ☐ Not Approved Date: _____

Architectural Committee Signature _____

Board Response: ☐ Approved ☐ Not Approved Date: _____

Board of Directors Signature _____

Permit Issued _____

Response Delivered to Applicant _____ Delivered by whom _____

Return to:
