

# Madison Place Townhome Association

## FENCE ALTERATION APPLICATION

OWNER'S NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_ SUBDIVISION: \_\_\_\_\_

DESCRIBE IN DETAIL, TYPE OF FENCE ALTERATION:

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### **PLEASE INCLUDE THE FOLLOWING ITEMS ALONG WITH THIS APPLICATION:**

- **A picture of the fence you will be installing to include the materials, color and height**
- **A copy of the contractor's estimate to confirm the fence to be installed**
- **A sketch of the proposed installation to be done on a survey of your lot**
- **You are required that all requirements list on next page on met or the application will be automatically denied.**

*\*Any missing documents can delay the review of your application.*

By signing and submitting this application, you agree to be fully responsible for any required changes/alterations required to the irrigation within your property due to the installation of your fence. You will be responsible for contacting the landscaping company to inspect the current installed irrigation and if any required changes are needed for the installation of the fence, you will be responsible for payment of that service directly to the HOA landscaper who is contracted for the community. A required checklist will be done by the landscaper and sent to the HOA and the owner showing all required changes at the sole cost of the homeowner.

If approval is granted, it is not to be construed to cover approval of any County or City Code Requirements. A building permit from the appropriate building department is needed on most property alterations and/or improvements. The Architectural Review Committee shall have no liability or obligation to determine whether such improvement, alteration and addition comply with any applicable law, rule, regulation, code or ordinance.

Homeowner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Approved  
\_\_\_\_\_ Approved with changes (see attached)  
\_\_\_\_\_ Denied: see reasons

HOA Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*Please return form by email: [admin@hcmanagement.org](mailto:admin@hcmanagement.org)**

## Madison Place: Fence Requirements for Owners

1. You will need to submit the attached alteration application and include with it all the required documents listed on the application in order this to be reviewed. No work can begin until you receive an approval.
2. The approved fence for the community is a 6-foot white vinyl privacy fence that you currently see installed in the community. This is the only type and style of fence that will be approved in order to keep a neat and uniformed look throughout the community.
3. It will be required that a landscape access easement is left open in the back of your lot in order to allow access to the landscaping company. The required space for the easement will be either 3 – 5 feet with the location of your lot used as the determining factor.  
*\* In lieu of the required access easement, owners can submit the option of the installation of a 5-foot gate on both sides of the fence in order for access to neighboring yards can be done.*
4. It will be required that a gate is installed on either the back of the fence or on the front side that is at least 5-feet wide in order to allow the landscaper to continue service of the yard. The gate will not be allowed to be locked in order to allow access and if locked you will be in violation.
5. You will be responsible for contacting the landscaping company to inspect the current installed irrigation and if any required changes are needed for the installation of the fence, you will be responsible for payment of that service directly to the HOA landscaper who is contracted for the community. We will be able to get you in contact with the landscaper, ASI, to set an appointment. A required checklist will be done by the landscaper and sent to the HOA and the owner showing all required changes at the sole cost of the homeowner.