



# IMPROVEMENT APPLICATION

An application form must be submitted for any exterior change, modification or addition to the exterior of your building or grounds including paint color, addition, improvement, landscaping or installation/construction of recreational equipment.

The object of requiring an owner to file an improvement application with the Board of Trustees is to ensure that your planned improvement conforms to the Associations's Declaration, enhances the beauty of the Community, maintains the architectural harmony of the Community, in no way inconveniences other property owners and does not encroach on any easement or HOA common property.

Owner Name:

Address:

Email:  Phone:

Description of proposed change/improvement:

Materials, colors, etc.:

Dimensions & location:

**Note: A plot plan, detailed sketch with dimensions and/or photograph must be submitted with this application.**

Estimated start date & duration:

**Please allow thirty (30) days for processing of any application. Please advise your contractor accordingly.**

Has this application been explained to adjacent neighbors?  Yes  No

I understand the rules concerning the proposed improvement. This improvement in no way encroaches on a neighbors property or HOA common property. I agree to abide by the rules established by the Association and will be solely liable for any upkeep required by the construction of this improvement. Upkeep shall be consistent with the HOA maintained areas of the Community. I further agree to obtain all licenses and/or building permits and to meet all legal requirements for building codes and inspections.

Signature:  Date:

Return application with any supporting documents to: Oberer Management Services, Attn: Somerset HOA, 3445 Newmark Dr., Miamisburg, OH 45342, email: [lmateikat@oberer.com](mailto:lmateikat@oberer.com), phone: (937) 531-5544, fax: (937) 278-3419.

**For Association use only:**

Application received by:  Date:

Application approved by:  Date:

Special approval provisions:

Application denied by:  Date:

Reason for denial:

Date approval/denial notification letter sent: