

# COVINGTON PLACE

HOMEOWNERS ASSOCIATION, INC.

## MODIFICATION OR ALTERATION APPLICATION

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

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

PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

DESCRIBE IN DETAIL THE TYPE OF MODIFICATION OR ALTERATION AND THE MATERIALS TO BE USED

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IF MORE SPACE IS REQUIRED PLEASE ADD TO THIS FORM.

An application requesting an approval, is required for any alteration or modification to the exterior of any structure or for any alteration or modification to the property surrounding your home. **The application must be accompanied by a copy of your lot survey with a sketch indicating the location, size, type of construction, any other information pertinent to the application.**

Most applications require that affected neighbors be notified regarding your modification. The information regarding "Notification" can be found at [http://www.covingtonplacehoa.com/modification\\_guidelines.pdf](http://www.covingtonplacehoa.com/modification_guidelines.pdf), in Paragraph 18. Please contact the Association Manager at [communitymanagement@comcast.net](mailto:communitymanagement@comcast.net) for a list of the neighbors to be notified **prior to submitting this application**. Your proof of notification must accompany the application.

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

It is understood and agreed that Covington Place Homeowners Association, Inc. shall not be required to take any action to repair, replace or maintain any such approved change, alteration or addition. The homeowner assumes all responsibility and cost for any addition or change and its future upkeep and maintenance.

Homeowners signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mail to:

Covington Place Homeowners Association  
PMB 169  
4025 Cattlemen Road  
Sarasota, FL 34233

Or e-mail to [communitymanagement@comcast.net](mailto:communitymanagement@comcast.net)