



# Shadowbrook Homeowners Association

P.O. Box 43773  
Brooklyn Park, MN 55443

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## EXTERIOR MODIFICATION REQUEST FORM

*This form, accompanied by an approval letter from the Board of Directors, may be required by the City of Brooklyn Park prior to them issuing you a permit.*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Type of Modification:

- |                  |                                  |
|------------------|----------------------------------|
| Addition         | Major Landscaping                |
| Porch            | Exterior Painting (color: _____) |
| Deck/Patio/Fence | Other (describe): _____          |

Please attach a detailed description of improvements/modification, including the following information, (if applicable):

- |   |                                    |
|---|------------------------------------|
| 1. Location   | 5. Material to be used             |
| 2. Size   | 6. Contractors name & phone number |
| 3. Color  | 7. Plans/drawings                  |
| 4. Description of plants, size, quantities, addition or removal, edge treatment |                                    |

Estimated start date: \_\_\_\_\_ Estimated completion date: \_\_\_\_\_

***(Note: unless otherwise approved, completion date cannot exceed 30 days from start date that is listed on this approval. In addition, it is assumed that all necessary state/city/county permits have been or will be obtained prior to starting the project(s) addressed with this form.)***

**Board of Directors Authorization**

Date Received by Board of Directors: \_\_\_\_\_

Authorized

Denied

Conditional Authorization\*

Authorized by: \_\_\_\_\_

Date: \_\_\_\_\_

*\*The Architectural Review Committee and/or Board of Directors reserve the right to request more information to clarify this request. Requests for multiple changes should be submitted separately.*