

SILVER OAKS HOMEOWNERS ASSOCIATION, INC.

P.O. Box 991725

Louisville, KY 40269-1725

INSTRUCTIONS FOR COMPLETING THE PROPERTY IMPROVEMENT REQUEST

Silver Oaks Homeowners must obtain approval for any construction deviations to their home from the Board of Directors as indicated in the DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS (the DCCR). This must be done by submitting (in writing) the Property Improvement Request to the Board of Directors for approval prior to the improvements.

Instructions:

1. Print the Property Improvement Request Form

2. Complete the Form and attach all supporting documents

- a. Name Name of Homeowner
- b. Address Street number and street
- d. Phone Number Phone Number where best to reach you
- e. E-mail Address If applicable
- f. Type of Request State the request (e.g., fence), location, and materials used (if applicable).
- g. Supporting Documents
 - (i) Plot Plans - The location of the improvement must be identified on the plot plan. The plot plan is usually found with one's mortgage documents, on file at the courthouse, or available after a new survey.
 - (ii) Compliance to city/county code requirements

3. Mail the completed form to:

SILVER OAKS HOMEOWNERS ASSOCIATION, INC.

P.O. Box 991725

Louisville, KY 40269-1725

4. Upon receipt of all required forms, the Board will confer to determine agreement with the applicable section of the DCCR. If approved, the form and supporting documents will be returned bearing the signature of the current Board president. If denied, an explanation will accompany the returned papers. If the request is in some way unusual, it will be brought before the entire Board of Directors for approval or denial.

SILVER OAKS HOMEOWNERS ASSOCIATION, INC.
P.O. Box 991725, Louisville, KY 40269-1725

PROPERTY IMPROVEMENT REQUEST

Date	
Name	
Address	
Phone Number	
Email Address	

Type of request (fence, playset, shed, etc)	
---	--

Please describe and attach plot plans, drawings of any changes that will occur to the property, and a description of the materials to be used.

Special note for Sheds:

Any request for a shed will require:

- Actual construction plan or material list from the manufacturer
- Color photos showing placement, view from street and neighbor homes.
- Checklist of DCCR guidelines:
 - Only one shed on lot
 - Not metal or plastic
 - Length will not exceed twelve (12) feet along any wall.
 - At its tallest point, the shed may not exceed twelve (12) feet.
 - The shed may have no more than four (4) walls.
 - Roofing shall be the same materials as the house roof. The shed must be the same color as the house.
 - Sheds must closely follow the construction standards of the house.
 - It is solely the homeowner's responsibility to ensure that any shed complies with local building codes and zoning regulations and that all necessary permits are obtained.
 - Board approval of any plan does not warrant or imply compliance with any building code, zoning regulation, or other governmental requirement.

Attached sheds:

- Siding shall be the same type, color, and dimension as the house.
- The rafters shall have the same pitch as the main structure.
- The shed shall have only three (3) additional walls.
- All other shed requirements apply to attached sheds.

Special Note for permanent Basketball Goals:

Any request must contain:

- Actual construction plan or material list from the manufacturer
- Color photos showing placement, view from street and neighbor homes.
- Checklist of DCCR guidelines:
 - All permanent goal posts must be metal. Wood posts are not permitted.
 - Backboard assembly and all mounting apparatus must be commercially manufactured or of materials that will not weather, warp, or disintegrate. Homemade backboards are not permitted.
 - Only black bases and poles are acceptable. Only a shooting square outline shall be identified on the backboard. Logos, or multiple colored bases, poles, and backboards are prohibited. Backboards must be clear, plexiglass, glass, or of the "Gorilla" brand or similar type. No wooden backboards are allowed.
 - A net is required at all times. Only nylon nets are permitted.
 - All parts of the basketball goal shall be properly maintained.
 - With the exception of maintenance and repair, a basketball goal shall not be modified in any respect, nor shall its location be changed from the location approved by the Board.
 - In no event shall the goal be placed within twenty (20) feet of the street.
 - The Board may require removal of any basketball goal that it reasonably determines to be a nuisance, either to the neighbors or by reason of being in a state of disrepair. The Board may require a resident who applies for approval to install a permanent basketball goal to agree in writing to remove the basketball goal upon the request of the Board if, in the Board's sole judgment, the basketball goal is either not being properly maintained or is being used in a manner that unreasonably disrupts surrounding residents.
 - Permanent basketball goals must be in compliance with all applicable codes and ordinances, and approval by the Board does not warrant or imply compliance with such codes and ordinances.

For Board use only:

Received by: _____ Date: _____

Board Action:

- Approved as submitted
- Approved as amended (see below)
- Denied (see below)

Signed: _____ Date: _____

Name: _____ Position: _____

Copy to: SOHOA Board; Homeowner