

**Timber Ridge Property Owners Association  
Major Site Alteration Request Form**

Use this form if you are planning a construction project on improved lots. Specifications for this type of project can be found in the Covenants in **Article VIII Architectural Criteria, Sections 3 through 7**, on pages 14 through 16. *Your association fees must be paid in full before this project can be considered by the DRB.*

Lot Number(s): \_\_\_\_\_

Property Owner Name: \_\_\_\_\_

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

Best Telephone Number(s): \_\_\_\_\_

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

Project Type (check one):

An Addition to the Current Living Unit \_\_\_\_\_ Construction of a Shed \_\_\_\_\_

Construction of a Dog Kennel \_\_\_\_\_ Constructing a Deck \_\_\_\_\_

General Contractor (if used): \_\_\_\_\_

Telephone Number: \_\_\_\_\_

This form, along with these items (write the description on the back of this form), need to be submitted to the Design Review Board for consideration of your project:

- A site plan of the property that includes dimensions of the new structure, location and setbacks on the property.
- A description of the building materials to be used along with color samples.
- A copy of an Oneida County Building Permit (when the structure costs more than \$2,500 or is over 200 square feet in size) and the State of Wisconsin building permit (when needed).
- A processing fee payment of \$25.00

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

Property Owner Signature: \_\_\_\_\_

This form must be prepared in advance of a site visit by the Design Review Board to discuss the project. Contact a DRB member to schedule the visit. NO work may begin until this document has been signed by the chairperson and a member of the DRB committee and a TRPOA building permit has been issued.

**Design Review Board Signatures of Approval:**

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

Chairperson: \_\_\_\_\_

Committee Member: \_\_\_\_\_

