

***Hérons Glen Homeowners Association, Inc.***

**Architectural Review Committee**

**Neighboring/Adjacent Property Owner Acknowledgement Form**

**This form must be completed for all work that is done on the side or rear of the property. Homeowners having work done must fill out this form and make reasonable attempts to get this form signed by the adjoining neighbors.**

**Applicant's Information and description of work to be done**

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

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

**Home Phone:** \_\_\_\_\_ **Cellphone:** \_\_\_\_\_

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

**Describe work to be done:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date work will be started if ARC Application is approved: \_\_\_\_\_

Please list address/locations of properties not owned by you where access will be needed:

\_\_\_\_\_

I/We assume all responsibilities for any damages to the adjacent properties and/or HOA common property that is caused by the construction or improvement work at my property and will make timely repairs and restoration will be made.

**Signature(s) required:** \_\_\_\_\_

**All homeowners having work done on their property and the adjacent homeowners are responsible to determine their own property lines. The Herons Glen HOA and ARC Committee does not determine or verify an owner's property line and is not responsible for any encroachments by an adjacent property owner.**

**Neighboring/Adjacent Property Owner Acknowledgement**

My signature on this form concerning my neighbor's improvements indicates that I have seen the plans for the proposed improvements, or I have a reasonable understanding of what kind of improvement will be done on my neighbor's property. Adjacent Property Owners signature or refusal to sign this form does not and will not indicate approval or disapproval of the ARC Application submitted by the homeowner. If you have questions or concerns about the proposed project or would like to see the application and plans as submitted please contact the HOA Office.

**Name:** \_\_\_\_\_ **Address:** \_\_\_\_\_

**I give permission to use my property, if necessary, to gain access for the construction or improvement work limited to and as described above on the homeowner's property: \_\_\_\_\_ (initial if permitting access).**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_