



No fees are due with this Application.
IDC Permit _____

Maintenance & Repairs Application

For maintenance and repairs to existing property without any changes to design, color, or product material. Repainting with same color, replacing/repairing with same product & color as existing. The removal of 1 or 2, 6' caliper or greater trees from property. The IDC is now reviewing tree removals to determine if any mitigation will be required. .

Date: _____

Address: _____ Lot Number: _____

Owner(s): _____

Address: _____

Phone: _____ Email: _____

Contractor: _____

Address: _____

Phone: _____ Email: _____

Person Submitting Application: Owner Contractor

Submittal Requirements: One hardcopy of complete application package must be submitted to the IDC office to be approved by the NDC. It is the homeowner's responsibility to print & supply all requirements for a complete submittal and to deliver it to the IDC office for review. Please also email the complete submission in PDF format in one email for filing purposes.

- Photos of front façade of house as viewed from the street.
- Detailed photos of area on property or existing structure needing the maintenance/repair. Identify location the repair/maintenance will be occurring (i.e. front, back, left side, right side, etc.).

For tree removals

- Photos of front façade of house as viewed from the street.
- Photos of tree(s) to be removed and surrounding area, identify location on the lot and type of tree.
- Submit approval letter from the TOMP if tree is 16" in diameter or more.

Include all details of repair/maintenance project that apply. I.E. paint color(s), product/material being used for the repair. For tree removal, please list tree type(s) to be removed.

Note: With a completed hardcopy of the Maintenance & Repair application package, the Neighborhood Design Coordinator can approve your "like for like" requests without an IDC Review. Tree removals require an IDC review but can be done via email. The I'On Code with Design Guidelines and applications can be found at: <https://ioncommunity.com/ion-design-committee/>.