No fees are due with this Application.

IDC Permit _____

Maintenance & Repair Application – Like for Like

For maintenance/repairs to existing property with No changes to design, style, color, product, or material. Examples: **1**. Repainting to exactly match existing exterior colors, replacing/repairing exterior items with same product & color as existing. **2**. Installing trash & recycle screening that exactly matches the design, color & material of the existing fence on your property or a hedge screen using plant material from the pre-approved hedge screen list with the required size, height, & install spacing. **3**. Tree removals of a protected tree (16" DBH or greater) with written approval from the TOMP. Tree removal of a weak/diseased tree that poses a threat to property along with an arborist letter confirming such.

One hardcopy of the complete application package must be delivered to the IDC office for approval by the NDC. It is the homeowner's responsibility to gather, print/supply the application requirements and deliver the complete application package to the IDC office. Also, email the complete application in PDF format in one email for digital filing purposes.

Date: _____

Address: _____ Lot Number: _____

Owner(s): _____

Address: _____

Phone: _____ Email: _____

Contractor: _____

Address: _____

Phone: _____ Email: _____

Person Submitting Application: ☐ Owner ☐ Contractor

Required items to include with application:

___Photos of your house as viewed from the street and of each façade or area that the maintenance and/or repair work is to occur.

___Identify the location and/or area of house where the repair or maintenance will be occurring (i.e. front, back, left side, right side, roof, stairs etc.).

____**For additional Trash/recycle screening requirements:** See the Maintenance & Repair application checklist for trash & recycle screening.

Additional Requirements for tree removal request:

___Provide picture of tree & surrounding area. Identify where tree is located on lot & tree type.

___Provide TOMP's written approval to remove any tree with 16"DBH or greater & tree mitigation schedule if required.

___For a tree posing a threat to property or is diseased, provide letter from a certified Arborist confirming they recommend removal.

Provide the details of the project that apply (existing paint color, product/material, & repair location, etc.).

_____

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Note: *The Neighborhood Design Coordinator can approve Maintenance & Repair requests without an IDC Review if all requirements are submitted with the application.*

The I'On Code, Design Guidelines and applications can be found at www.ioncommunity.com

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