



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. Emergency tree removal of a diseased/damaged tree that poses a threat to the property.

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 Submittal Items

- Photos of your house as viewed from the street and of each façade or area where 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 diseased/damaged tree removals.

- Provide photos of tree to be removed from different views including a reference point (i.e., the house, driveway, fence, etc.) and the landscaping in the area surrounding the tree.
- Identify location of the tree on the property (on a survey, map, or plan), type of the tree, DBH and size.
- Provide letter from a certified arborist stating the reason it is posing a threat with their recommendation for removal.

Emergency removal may be necessary for fallen or damaged trees such as a tornado, hurricane, ice storm, flood, or any other act of nature. It is the homeowner's responsibility to document with photos of the fallen tree. The DBH, location, and type of tree species must be documented and submitted to the IDC for recording purposes. (From the Tree Policy)

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

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