



APPLICATION FOR EXTERIOR OR STRUCTURE CHANGE

Please send the following Application to Briar Hill Estates Board at:

Board@BriarHillEstatesKy.com

OR P.O. Box 954

Crestwood, KY 40014

The Board of Directors will review the application and respond to your request within 7-10 days after receipt. Please notify the board by e-mail if you choose mailing submittal documents to the P.O. Box.

LOT# _____

ADDRESS _____

HOME OWNER _____

PHONE _____

E-MAIL ADDRESS _____

SUBMITTAL REQUIREMENTS:

The proposed change includes the following (check all that apply):

- | | | | |
|--------------|--------------------|-------------------|-------------------------------|
| _____ Fence | _____ Deck | _____ Patio | _____ Landscaping |
| _____ Garage | _____ Addition | _____ Playground | _____ Storage Building (Shed) |
| _____ Pool | _____ Sports Court | _____ Other _____ | |

Please attach a scaled drawing or sketch for the requested exterior surface or structural change (addition, garage, outbuilding, fence, wall, deck, patio, etc). Provide sufficient description and additional sheets to address the following items:

1. Plan View of addition or improvement; provide area and dimensions
2. Front and Side view elevations; provide dimensions
3. Site Plan: (Request will not be processed without a site plan or aerial view)
 - a. Show the property configuration, property lines; location of home, driveway, and other significant features including the location of the proposed change/addition.
 - b. Grading plan showing the location and depth of any required cut or fill on the property.
 - c. Show the location of set-backs, existing utilities, and drainage easements
4. Fence height: 4'-0" maximum
 - a. NOTE: Any fence built over a drainage swale must maintain the bottom of the fence at the same elevation as the top of the swale bank to allow the water in the swale to flow under the fence.
 - b. All fences must be constructed so that the finished side is visible from outside the property.
 - c. Type: _____ metal _____ 4-board horizontal _____ wood picket
5. Materials: Describe the exposed finishes of the proposed change, e.g. painted or natural finish, color, texture. Provide manufacturer's literature or brochure if the product is a pre-finished item.
6. Proposed Start Date _____ Completion Date _____.
7. Obtain Building permit from Oldham County if applicable (structures greater than 120 SF) and send a copy to Board@briarhillestatesky.com.

Signature of Applicant

Date

Approved by Briar Hill Estates Board

Date