



REQUEST FORM Modification/Maintenance

Check request category and describe modification/maintenance you are requesting in the category.

- Architectural Modification (Ex: steps, radon, doors, generators, etc.)
Architectural Modification: Your requested modification must follow the standards in the approved Avenbury Lakes Homeowners Association Standards Book which is available at the Information Center. The Standard and the items on the checklist are to be submitted with your request.
YOUR PROJECT WILL NOT BE ADDRESSED WITHOUT REQUIRED ATTACHMENTS.
- Landscape Modification (Ex: new trees/shrubs, plants, etc.)
Landscape Modification: May require drawings/specs based upon request. For Modifications, see Approved Plant List on line at www.AvenburyLakes.com or on the back of the ALHOA Rules & Regulations.
- *Landscape Maintenance (Ex: dead grass/tree, tree branches, etc.)
- *Property Maintenance (Ex: gutter cleaning, siding repair, etc.)
*Landscape and *Property Maintenance: May require drawings/specs based upon request. Provide location, details, and names when appropriate and flag areas of concern to make it easier to locate affected areas. (Ex. Broken irrigation heads) Flags are available at the Information Center.

Describe modification/maintenance you are requesting. Provide information that shows your request meets the approved standards. (See Standards Book or Approved Plant List) You may need to include attachments.

Date _____ Phone _____ AM PM

Name _____

Address _____

Circle your floor plan.

Paired Villas: Monarch Red Admiral **Garden:** Aster Trillium **Manor:** American Star Nivea

**You may submit your completed request form by email avenburybusinessoffice@gmail.com,
US mail or drop off in the front door slot at the ALHOA Information Center at 2122 Southampton Lane, Avon OH 44011. Center Hours: 9am – 2pm Phone: 440-934-9441**

Someone will contact you upon receipt of this form and let you know when to expect a response to your request.