



Queensmill Civic Association
Building and Grounds Modification Request Form

Request Date: _____

Resident Information
Name: _____
Address: _____
Email: _____ Phone #: _____

Request Type:

- Fence Installation, Shed/Outbuilding, New Residence Construction, Other (specify):, Garage Construction

Brief Request Description:

Attach the following if applicable:

- Plot plan with proposed modification(s) to approximate scale with dimensions.
Complete description (including drawings, photos, etc.) as to construction design, materials (types & sizes), and color/finish.
Floor plan, elevation, section drawing (i.e. footings, etc.)

Board Action
Date Received: _____ Reviewed By: _____
Approved
Approved with the following requirements:
Disapproved (Reason):
Action Date: _____ Approval/Denial Signature: _____

QCA approval only indicates compliance with QCA covenants and does not ensure compliance with federal, state, and local laws, ordinances, rules and regulations.