



DEPARTMENT OF PLANNING & ZONING

**COURTESY NOTICE
FOR
HOMEOWNER ASSOCIATIONS**

The purpose of this notice is to provide information to Homeowners Associations regarding proposed development or construction applications within a planned development and/or subdivision to ensure the application is consistent with all HOA deed restrictions, restrictive covenants and by-laws. The improvements may include accessory structures such as sheds, garages, pools, solar arrays and fencing. Medford Township encourages all applicants to work with their respective Associations to ensure the proposed project is permitted in their neighborhood.

This form is to be filled out by the Applicant as part of a complete application and approved by Homeowner Association when applicable.

Property Identification:

Applicant: _____
Owner, if not same as Applicant: _____
Address or Applicant: _____
Phone Number or Email Address of Applicant: _____
Address of Work Site: _____
Block and Lot Number: _____

This property is subject to the rules/restrictions of the following Association:

Describe the proposed development/improvement:

Has the proposed improvement been reviewed with the Association? _____

Does the improvement involve the removal of trees? Yes No a) >2" _____ b) <4" _____

If a lake front lot is involved, how close is the improvement to the lake? _____ feet

Does the improvement involve an existing buffer/easement of any type? _____

Applicant's Signature

Applicant's Name (Printed)

Date

HOA Representative Signature

Representative's Name (Printed)

Date