

**Kensington Valley Homeowners Association, Inc.**

**HOME IMPROVEMENT APPLICATION AND REVIEW**

Note: Deed restrictions specify that approval must be obtained prior to construction  
**Please allow at least 30 days for Board approval.**

Homeowner Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Phone: \_\_\_\_\_ or email for contact: \_\_\_\_\_

\*If property improvements are to repair aging property and same or like materials will be used, the Home Improvement Application is not required. This applies to touchup and repainting of your home with the EXACT same color.

Describe Modification/Improvement Project, including dimensions, location and materials involved.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Has owner reviewed the Declarations of CC&Rs for the Association? YES / NO

Was the City of Overland Park contacted about necessary permits? YES/NO/NA

Will modification/improvement be visible from the street in front of home? YES / NO

Preferred Project start date: \_\_\_\_\_ Estimated completion date: \_\_\_\_\_

- Attach copy of contractor's plans and/or drawings for any added structures
- Attach copy of plat survey indicating where modification/improvement will occur

Acknowledgements are required from any adjacent properties that will be most affected and/or have a view of your proposed change. Should one of your neighbors have concerns about the improvement, they should contact a member of the Board.

Neighbors, by signing the request, you are agreeing to the proposal submitted. It is your responsibility to notify the Board at the time of construction if improvements do not match up with what you agreed to.

Neighbor Name: \_\_\_\_\_ Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Neighbor Name: \_\_\_\_\_ Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Neighbor Name: \_\_\_\_\_ Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Neighbor Name: \_\_\_\_\_ Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This application can be hand delivered to a board member or scanned and attached to an email to: kv@kensingtonvalley.org.

Home Improvement Applications will be kept on file for 5 years.

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**(For Board Use Only)**

APPROVED

DISAPPROVED

DENIED PENDING MORE INFORMATION

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments:

\_\_\_\_\_  
\_\_\_\_\_