

Tuscany Estates

A planned residential community in Union Township, Washington County, Pennsylvania

Request for Association Action

Owners should complete this form to request: exemption from community rules and regulations; authorization to replace or modify existing fixtures; approval to build/install structure(s) on their lot, or variance from community standards. Submit completed form to the TEA office at 14 Tuscany Estates Drive, or via email to: info@tuscanystates.org.

Requests will be considered at the next regular Board meeting. **Do not commence any activity until you have been notified of the Board's decision.** You may be asked to meet with Board members to answer questions about your request. If your project requires concurrence of neighbors in adjoining Units, the Board may contact your neighbors. Once a request is approved, owners are responsible for obtaining all necessary permits, insurance, and inspections.

Property Owner _____

Address of Unit _____

Owner Contact Phone _____ email _____

Tenant Name(s) (if applicable) _____

- Type of Request**
- Replace/Repair existing fixture or exterior structure
 - Install new fixture on exterior of my Unit
 - Construct or install new structure on my Lot Attach TEA Form #2
 - Patio
 - Deck
 - Awning/Roof
 - Shed
 - Other _____
 - Variance on approved materials/finishes
 - Variance on architectural standards or visual harmony guidelines
 - Waiver or exception to Community Rules & Regulations
 - Approval to store my trailer or large vehicle in TEA lot
 - Other _____

Describe your request below. You may attach up to 3 additional pages, with photos, drawings, or material samples to clarify or explain your request. State why your request should be approved, implications if it is not approved, and whether you have consent of owners of adjoining units to implement your request.

As a resident and member of Tuscany Estates Association, I request approval of this project, which complies with Community Rules & Regulations.

Owner Signature _____ Date _____

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TEA Form #2: Fences, Walls Decks, and Exterior Structures

A: Applicant Information

Property Owner Name(s): _____

Location (address): _____

Owner Address (if not above) _____

Phone _____ E-mail _____

Type of Dwelling: Attached Common-wall Unit Detached Single-family Unit

If Common-wall Unit, are your neighbors aware of your project? **YES** **NO**

B. Project Information

Type of Project: Fence Wall Deck Shed Other _____

Will You? Do work yourself Hire a contractor Proposed start date: _____

Have you applied for Union Township building permit? **YES** **NO**

Any special conditions TEA should know about? _____

C. Materials and Design

Describe all materials you plan to use in proposed project. Be as specific as possible and list brand names if known. Identify design style of your project (traditional, contemporary, original, etc.)

D. Project and Property Description

Attach drawing showing location of fence, wall, deck, or shed on your property, in relation to your Unit and adjoining properties. Show orientation and direction of structures so as to clearly identify the front, side and rear yard areas. Draw sketch in boxes or download templates from TEA website.

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Applicant _____ Address _____

Draw a plot plan of property, showing unit and proposed construction.



Draw an elevation plan below, showing your Unit in relation to proposed deck or fence.

