

LEISURE VILLAGE EAST ASSOCIATION
ARCHITECTURAL STANDARD COMMITTEE
APPLICATION FOR PERMIT FOR
GENERAL HOUSE RENOVATION

NOTE: Once any major structural change is made in a unit i.e., plumbing, electrical, tub/showers, windows, etc. LVE will **NOT** be responsible for any maintenance issues that may occur in the future.

Unit _____ Model _____ Date _____

Print Contractor's Name _____

Address _____

Contractor's Signature _____ Phone _____

Project to be performed _____

SPECIFICATIONS

- All requests for a permit to renovate the interior of any unit must be accompanied by a detailed sketch of the change or changes; including all measurements.
- All work should be done by a **licensed contractor**, electrician, plumber etc.
- **When renovating your bathroom or kitchen, all outlets need to be upgraded to GFI outlets.**
- When renovating a bathroom, all new walls should be constructed with water resistant sheetrock (greenboard) and a GFI outlet added.
- When renovating a kitchen, new appliances such as a microwave should be on a separate circuit.
- ***At no time shall debris or discarded appliances be placed outdoors for pick up over a holiday or weekend. All such materials must be removed within 24 hours by contractor.***

- Renovation must not alter existing construction design, or the functions thereof.
- All work subject to inspection by the Association.
- **A security deposit in the amount of \$250** will be required from the resident/owner at the time the permit is returned to the administration office for approval in order to ensure compliance with the above specifications, completion of the project within the allotted timeframe, etc. **Once work is completed, please call for inspection to receive your refund check.**

Certificate of insurance is required from all contractors.

Please read all specifications before signing.

Print Resident's Name _____

Resident's Signature _____

Renters must attach written approval from landlord.

***** This form can be emailed to Lisa Vetro at lvetro@lvenj.com or handed in at the Administration office. If there are any questions, please call Lisa at 732-477-7900 ext. 102.**

OFFICE USE ONLY

CM _____ BRD _____ APPROVED _____

UPDATED 09/15/23