



TALEGA MAINTENANCE CORPORATION

Managed by
GrandManors

TO: Talega Homeowner
FROM: The Design Review Committee
RE: Request to Revise Approved Plans

On the reverse side of this memorandum is a form to be used should you need to make changes to your Approved Plans due to soil conditions or unforeseen circumstances during construction.

The intent of the form is to allow you to send in changes to prevent the denial of the Notice of Completion when you are completed with your approved project. Often times the Notice of Completion photographs are rejected due to the Approved Plans not matching the as-built condition. Some times a modification needs to be made in order for the work to be completed.

For example: An outdoor barbeque is approved on the plans facing the home. During the construction it is found that the outdoor barbeque needs to be rotated 90 degrees in order to meet a code or allow for the gas line etc. This would be the time to use this form. Complete the form and attach a copy of the plans highlighting the changes.

