

Instructions for Board of Directors Approval Form for The Woods Subdivision

Please complete the top section of the form below and attach it to a set of building plans. You will need to include a diagram showing the structure's placement in relation to the home, property lines and setbacks. The form must be submitted (to) and approved by The Woods Homeowners Association Board of Directors BEFORE construction begins. The lot owner must be current on association fees before approval can be completed.

The completed form along with supporting documents can be emailed or mailed:

Email: thewoodssubdivision@gmail.com

Mailing address:

The Woods Homeowners Association

PO Box 7826

D'Iberville, MS 39540

Once the form is approved, you will receive a signed copy of the approval by mail. The Board typically meets monthly, but will do everything they can to review it as soon as possible. The construction must be completed within twelve (12) months of the date construction is commenced.

If the request is not approved, you will be contacted or receive a letter explaining the item(s) that are not in compliance with the Covenants.

We recommend you review the Covenants prior to submitting the form.

The Woods Homeowners Association

P.O. Box 7826
D'Iberville, MS 39540

www.thewoods39574.org | thewoodssubdivision@gmail.com

Board of Directors Permitting Approval Form - Home

Home/Property Owner's Name: _____

Phase # ____ Lot # _____ Current mailing address _____

Home/Cell Phone: _____ Email: _____

Plan ID/Name: _____ Heating/Cooled Square Footage: _____

Building Exterior : _____ (Vinyl siding is NOT permitted)

Roofing Material: _____ Pitch of Main Roof: _____

Builder: _____ Contact Person: _____ Phone: _____

The property owner listed above has submitted a set of building plans for covenants compliance approval by the Board of Directors of The Woods Subdivision Home Owners Association.

The home/property owner is solely responsible for adhering to all Covenants. The home/property owner understands that violations to the covenants must be corrected by the home/property owner or legal action and a lien may ultimately be placed on the property by The Woods Subdivision Homeowners Association until the violation is corrected.

The undersigned has a copy of and understands all of the Covenants for the Phase listed above. The undersigned also understands his/her responsibility in following the Covenants and the consequences of violating the Covenants.

All construction must be completed within twelve (12) months from the date construction is commenced.

Home/Property Owner Signature: _____ Date: _____

SECTION BELOW TO BE COMPLETED BY A REPRESENTING OFFICER OF THE WOODS HOMEOWNER'S ASSOCIATION'S BOARD OF DIRECTORS

The plan specified above appears to meet the Covenant's requirements and are approved for permitting by the Harrison County Code Office as of the following date.

Approval date: _____

Print Name: _____ Title: _____

Signature: _____

Representing Officer, Board of Directors, The Woods Subdivision Homeowner's Association

NOTES: _____

