

Permitted Capital Improvements Request Form

SAMPLE

BLAINE COUNTY HOUSING AUTHORITY

Permitted Capital Improvement Request Form

Date: _____

Community Homeowner Name: _____

Community Home Address: _____

Description of Improvement: _____

Proposed Cost of Improvement: _____

Community Homeowner Initials confirming that you have read and understand the Terms & Conditions on page 2 of this form _____

Community Homeowner Signature:

Approved by:

Printed Name:

Printed Name:

TERMS AND CONDITIONS GOVERNING PERMITTED CAPITAL IMPROVEMENTS TO COMMUNITY HOUSING UNITS

1. Permitted Capital Improvements are, unless otherwise defined in the deed covenants covering the Community Housing unit, any fixture erected as a permanent improvement to real property that enhances the value of the property, excluding repair, replacement, maintenance costs, and standard depreciation when applicable.
2. Permitted Capital Improvements are those certain capital improvements made to the Property for which written approval of BCHA had been obtained prior to installation of such improvements on the Property. Permitted Capital Improvements do not include the initial construction costs. Permitted Capital Improvements shall not include any changes or additions to the Property made after a casualty. Permitted Capital Improvements do not include improvements made to the Property without BCHA approval prior to their installation on the Property.
3. Permitted Capital Improvements shall not exceed ten percent (10%) of the Previous Sales Price.
4. To substantiate the cost of qualifying Permitted Capital Improvements, the Owner must furnish to BCHA the original or duplicate receipts, invoices or statements verifying the out-of-pocket costs and expenses, true and correct copies of any building permit or certificate of occupancy, if required, to be issued by the appropriate building department or governmental agency having jurisdiction over the Property with respect to the Permitted Capital Improvements and the written approval of BCHA obtained prior to the installation of the Permitted Capital Improvements.