



Montclair Property Owners Association
Property Improvement Request – PIR
 PIR Form: 05-20

Name: _____ Sub-association: _____

Street Address Only: _____

Daytime Phone: _____ Check One: Cell Home Work

Email: _____

Property Improvement Request (PIR) - Property owners that desire to add to and/or alter the exterior appearance of their home or lot must complete a PIR form and submit the PIR and all necessary attachments to MPOA, covadmin@montclairva.com, or submit through FSR Connect Portal. The MPOA shall act upon all fully completed PIRs within 45 days of receipt. All PIRs are reviewed by the Covenant committee twice a month in a public forum. See the MPOA calendar on Montclairva.com for schedule and venue. You will receive a letter from the MPOA relating to the vote’s outcome and when the project can begin. Please Review Article 5 Guidelines.

Description of the Project:

Estimated Start Date: _____

Estimated Completion Date: _____

 Home Owner’s Signature

 Signature Date

*Signatures of your surrounding neighbors are required. **Signing does not imply consent nor approval of your neighbor’s project.** You are only stating you have been informed of the project(s).*

Neighbor’s Signature

Street Address Only

 Owner Renter

 I would like a copy of PIR Notify Me

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