

The Woods of Beaver Creek

c/o PA Property Management

6832 Loop Rd.

Centerville, OH 45459

or send email to DeborahF@papropmngt.com

EXTERIOR MODIFICATION REQUEST FORM

If you wish to make any exterior changes to your home, e.g. paint color, landscaping (additions or replacements), skylights, sun tube installation, storm door installation, awning installation, shutters, satellite dish, walk lights, etc., you must first submit this application to PA Property Management. They will then forward to the Architectural Review Committee (ARC) who will then send you written approval/disapproval of your request. This is can also be forwarded via your on-line portal.

Submit this request at least 3 weeks prior to modifications. Work should not begin on your request until you have received approval from PA Property Management or directly from the ARC Committee.

Approval requested by: _____ Date: _____

Address: _____

Explain the nature of the requested project below (describe modification and attach product literature if available. Use extra sheets, if necessary). To expedite approval, provide samples, e.g. stone, shingles, pavers, etc.; or pain swatches to the ARC for review. The ARC meets on the first and third Tuesday at 6:00PM in the clubhouse. If you wish to present the samples in person, then notify PA Property Management or annotate that fact on this proposal to be included in our meeting agenda. The ARC will not accept e-mailed samples of colors; however, the ARC has a complete list of Sherwin Williams paint swatches. If you are using S/W paints, then you only need to supply the color name and number.

Color: _____ Location: _____ Supplier (Brand): _____

A description and/or drawing of all proposed modifications and all pertinent additional information must be submitted with this form to show exact intention, location, specifications and dimensions.

I understand the rules concerning the proposed modification and that the final decision regarding my request will be made by the Board of Trustees.

I hereby acknowledge that the installation of this modification and the permanent maintenance thereof are my responsibility. I understand that any collateral damage caused by this modification is my sole responsibility to repair or replace, as determined by the Board of Trustees. In additional, I understand upon transfer of title to my property, it will be my responsibility to notify my successor and/or assigns in title of their responsibility to maintain the aforementioned modification.

Signed: _____ Date: _____

Contact No.: _____ Email Address: _____

FOR MANAGEMENT COMPANY & BOARD USE ONLY

Received by PA Property Management: _____ Date: _____

Approval/Disapproval by ARC: _____ Date: _____