

## Application & Check List for Architectural Change

This application should be completed and submitted when an owner wishes to make an architectural change which will impact the exterior appearance of a Wheatherstone building or patio. Examples of such changes include changes in the style, color or dimensions of doors, windows, patio walls, patio gates, lighting fixtures, screen doors and window screens. If an owner is replacing an existing item with a replacement item which looks exactly the same, no approval is required. If guidelines with colors and styles are posted on the website, approval is not required if a replacement is made consistent with the posted guidelines.

Board approval is required for all architectural changes **PRIOR TO START OF ANY EXTERIOR WORK** which requires Board approval.

### Contact Information for Owner Requesting Architectural Change:

Owner's Name \_\_\_\_\_  
Address of Owner \_\_\_\_\_  
Property Address: \_\_\_\_\_  
Owner's Telephone # \_\_\_\_\_  
Owner's Cell Phone # \_\_\_\_\_  
Owner's Email Address \_\_\_\_\_

### Indicate Type Of Project: (check type)

- Exterior Patio Work (including raising patio walls) if the "Application and Guidelines to Increase the Height of Wheatherstone Patio Walls" is signed and returned with this form, the application is automatically approved if all conditions on the form on the application are met.
- Doors
- Windows
- Patio Gates
- Lighting Fixtures
- Other \_\_\_\_\_

### Description of Project:

Please attach a detailed description of the proposed change. The level of detail needed would depend on the type of change requested. Such detail might include:

- Sketches, photographs or pictures of proposed change
- Dimensions and materials
- Sample Colors
- Location of the change

**Owner Signature & Agreement to Terms and Conditions:**

I request approval to make changes, as described above, which will impact the exterior appearance of a Wheatherstone building or patio. I understand that:

- Final project approval is contingent upon a final inspection of the project. If the project is not installed consistent with the Owner’s original request and Board approval or if the project is completed with substandard work that negatively impacts the appearance of the community, the owner is responsible for the cost to remedy the problem. Such remedy could include removing the project installation.
- The work area associated with this project will be kept clear of trash and debris. Any damage to the building or landscaping related to the project will be replaced or repaired in a timely manner.
- The owner is responsible for securing any required regulatory permits.
- All work must be performed in a manner that does not create a safety risk or nuisance to other residents and does not represent a building safety hazard.

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

\*\*\*\*\*

**FOR COMMITTEE USE**

Date application received: \_\_\_\_\_

Date of committee meeting: \_\_\_\_\_

APPROVED

REJECTED

CONDITIONAL APPROVAL

Comments/ conditions:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Committee member/ manager signature

\_\_\_\_\_ Date: \_\_\_\_\_