

**REMINGTON / SUTTON RIDGE TOWNHOME ASSOCIATION  
ARCHITECTURAL & ADDITIONS APPLICATION**

Application is required for any additions and/or modifications including but not limited to the following:

- Storm door installation / replacement
- Windows, entry, patio door or 3 Season Room door replacements\*
- Deck replacement, deck or 3 Season Room stair replacement\*
- Patio, concrete or pavers installation or replacement\*

Scheduled Board meetings are held mid month in February, May, August & November. Application must be received no later than the last day of the month prior to a scheduled Board Meeting. All applications must be an agenda item at a scheduled Board Meeting.

\* Requires Village of Streamwood building permit. Village requires Board approval document with the building permit application.

HOMEOWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

DESCRIPTION OF IMPROVEMENT: \_\_\_\_\_  
\_\_\_\_\_

**COMPLETE ALL THAT ARE APPROPRIATE:**

DIMENSIONS: \_\_\_\_\_ STYLE/COLOR: \_\_\_\_\_

LOCATION: \_\_\_\_\_ START DATE: \_\_\_\_\_

MFR: \_\_\_\_\_ INSTALLER: \_\_\_\_\_

**PLEASE BE SURE THIS ADDITION CONFORMS WITH ANY REQUIREMENTS SET FORTH BY THE VILLAGE, COUNTY, STATE, ETC. AND THAT ANY NECESSARY PERMITS HAVE BEEN OBTAINED PRIOR TO INSTALLATION.**

A SKETCH OF ALL IMPROVEMENTS MUST BE ATTACHED TO THE APPLICATION TO SHOW LOCATION AND DIMENSION RELATIVE TO EXISTING STRUCTURES.

\_\_\_\_\_  
HOMEOWNER'S SIGNATURE

\_\_\_\_\_  
DATED

.....  
FOR INTERNAL USE ONLY

DATE APPROVED: \_\_\_\_\_ BY: \_\_\_\_\_

APPROVAL INSTRUCTIONS: \_\_\_\_\_  
\_\_\_\_\_

REASON FOR DISAPPROVAL: \_\_\_\_\_  
\_\_\_\_\_

FINAL INSPECTION BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**THIS APPROVAL IS GOOD FOR SIX MONTHS AFTER DATE GIVEN. AFTER SIX MONTHS, A NEW REQUEST FORM MUST BE SUBMITTED FOR APPROVAL.**

PLEASE RETURN TO: Remington / Sutton Ridge Townhome Association c/o W. L. Seymour, 1921 Rohlwing Rd, Suite D, Rolling Meadows, Il 60008, [bms@wlseymour.com](mailto:bms@wlseymour.com), or FAX 847.359.8981

**REMINGTON / SUTTON RIDGE TOWNHOME ASSOCIATION  
ARCHITECTURAL CHANGE APPLICATION**

I hereby agree to obtain all necessary building permits and to comply with all applicable building codes and complete the change and/or improvement within six (6) months of approval.

I hereby agree to comply with all the Association Declarations, By-Laws and Rules and Regulations in respect to this Architectural Change and/or improvement.

I hereby agree to indemnify and hold harmless the Association, its unit owners, members of the Board of Directors, employees and management agent from all losses, damage, liability, judgments, court costs, attorney's fees, interest or any other costs or penalties arising out of this change or improvement.

I hereby understand that I am responsible for the future upkeep, maintenance repair and replacement of any "non common" change and/or improvement such as, but not limited to storm doors, custom front doors, sky lights, concrete or paver patios or composite decks & stairs. It must be kept in good condition and sightly condition and I will also perform maintenance, repair or replacement if determined by the Board.

Composite decking material may be used for exterior decks & stairs with the following stipulations:

- All exposed surfaces of structure must be covered in the same brand & color composite material. Samples of proposed composite material must accompany this form & be approved at a Board Meeting.
- Approved colors are cedar, brick red and dark brown.
- Since composite materials do not disintegrate like wood, it must be cut / sawed on owner's driveway or drop cloths placed to collect sawed material and disposed of in trash containers to avoid damaging lawns & shrubs.

Wood deck modifications / expansion may be made as defined in the Minor PUD Amendment and approved by the Association. I hereby agree and understand that as the homeowner I am responsible for the first (1<sup>st</sup>) staining of the entire structure; deck, stairs etc., within 1 year after any modification / expansion is completed in the Board approved brand & one of the 3 colors.

I hereby agree that if I hire a Contractor to perform the Architectural changes and/or improvements, I will verify that the Contractor carries sufficient insurance, including Worker's Compensation, and I will provide the Association with a certificate of the Contractor's insurance naming the Association as an additional party insured.

I hereby agree to permit the Association access to my property for purposes of inspection of the change and/or improvement in order to ensure compliance with the Association Declarations, By-Laws and Rules and Regulations.

I hereby agree that failure to comply with any of the above requirements may result in revocation of the approval of my change and/or improvement and removal of my change and/or improvement and restoration of the facilities to a condition that existed immediately before approval. All necessary costs and expenses associated with this restoration will be at my expense, including but not limited to construction costs and consequential expenses such as attorney's fees, court costs, permit fees, etc.

I hereby agree and understand that as the homeowner I am responsible for removal of all residual trash resulting from this modification; repair to all exterior surfaces, landscaping including lawn, shrubs, bushes flowers, etc., caused by this modification. I also understand that trash, debris, sod, bushes, flowers, etc. is strictly prohibited from being discarded in conservation areas. I am responsible for any damage to any property caused as a result of the installation, use, maintenance repair, replacement or the improvement. Notwithstanding anything to the contrary, the Association, at its discretion, shall have the right and power to enter my property and repair the change and/or improvement should it fall into a state of disrepair, which is not corrected within fourteen (14) days after written notice to me. All costs connected with such repair shall be charged to my assessment account and be subject to the collection methods authorized by the Declaration, By-Laws, Rules and Regulations and the laws of the State of Illinois.

I hereby agree and understand that approval of my application shall be binding on all successors, devisees, heirs, assignees and transferees of my property. I further agree to inform them of the terms and conditions contained in this waiver.

\_\_\_\_\_  
Owner(S) Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
Dated