

THE WALDEN ASSOCIATION

PROCEDURE AND APPLICATION FORMS FOR APPROVAL OF IMPROVEMENTS TO UNITS

INFORMATION SHEET

What must be approved:

Any changes, additions or replacement work affecting the exterior appearance of any residential unit in Walden, and any site work, proposed for the grounds of any unit.

A. Procedure:

Submit required material (see below) to your Condominium Association or to this Committee. If a homeowner, using application forms attached. Fill in Part A. After Association approval or comments on Part B, Association will submit with the required descriptive material, to the Architectural Committee via email to ginaehrhart@yahoo.com.

What to Submit:

For proposed building construction:

Drawing submissions to be made on white paper, not to exceed 24"x36" in size.

Plans and Elevations shall be drawn at a scale not less than 1/4" = 1'0".

A plot plan, to scale, shall show proposed work with relationship to adjacent structure and Limited Common Area(or property line where applicable). Reproduction of your unit plot plan showing L.C.A. Can be obtained from your Association Board. Plan shall show grades, floor elevations, landscaping, and any other information pertinent to the desired improvements. Photos of the area to be improved and surrounding areas are recommended with application.

It is recommended that drawings be prepared by a Registered Architect and that his/her stamp be on the drawings.

Location and type of any exterior electrical fixture or mechanical device shall be shown.

NOTE: You may also require approval and/or permits from the City of Aurora. Please check with the building department.

For color changes or replacement of exterior components (doors, windows, railings, etc): Submit color selection, brief specification of material, and/or manufacturer's literature clearly showing replacement component.

C: Completed Work

When approved work is complete, notify the Architectural Committee at ginaehrhart@yahoo.com. The Architectural Committee will then check the work.

NOTE: Applications submitted without all documentation required, as stated in Section B will be returned without action.

WALDEN ASSOCIATION ARCHITECTURAL COMMITTEE

APPLICATION FOR IMPROVEMENTS APPROVAL

NO. _____

PLEASE READ INFORMATION SHEET (ATIACHEO) BEFORE SUBMITTING.

SUBMITTED BY: _____ HOUSE CONDO
ADDRESS: _____ PHONE: _____
ASSOCIATION: _____ DATE RCD: _____
WORK DESCRIPTION: _____

PART A

PART B - TO BE COMPLETED BY THE CONDOMINIUM ASSOCIATION, UNLESS APPLICANT IS A HOMEOWNER.

ASSOCIATION
ACTION: _____

COMMENTS: _____

BY APPROVING THIS APPLICATION, THE BOARD OF THE CONDOMINIUM ASSOCIATION REPRESENTS THAT THIS PROJECT SATISFIES ANY APPLICABLE REQUIREMENTS OF OHIO CONDOMINIUM LAW IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 5311 O.C.R.

SIGNED: _____

Association Officers

Association Officers

DATE: _____

PART C - TO BE COMPLETED BY THE WALDEN ASSOCIATION ARCHITECTURAL COMMITTEE.

COMMITTEE
ACTION: _____

APPROVED
 APPROVED AS NOTED
 NOT APPROVED

COMMENTS: _____

SIGNED: _____

DATE: _____

COMPLETION
INSPECTION: _____

APPROVED
 NOT APPROVED

COMMENTS: _____

SIGNED: _____

DATE: _____