

**Wheaton Oaks Townhouse Owners Association Request
for Architectural Approval**

Name: _____ **Date:** _____

Address

Phone: _____

Description of work to be done:

Location:

Dimensions:

Materials and color:

Contractor information:

Name: _____

License/Insurance/Permit Info (copies attached)

(/continued)

Address: _____

Phone: _____

Project timetable (beginning to end):

A sketch/drawing/photo of all alterations and/or improvements must be submitted and attached to this application.

I/we understand the rules concerning the proposed improvements. I/we will contact the Property Manager when the work is completed.

I/we agree to abide by the rules set forth by the Board of Directors and will be solely liable for maintenance. We recognize the right of the Association to maintain the Property at its discretion and to assess the cost to us. If the change is not properly maintained, the Board may take any action it deems proper, including repair, replacement or removal of the change, as the Board deems necessary for the management, maintenance, operation and protection of the change and the Property. In the event the Board takes any such action, the cost of such action shall be the responsibility of the then current or any subsequent Unit Owner.

Signed (Unit Owner):

For Architectural Control Committee Use Only:

Received (date): _____ Approved: Yes ___ No ___

Date: _____

Inspected/Closed (date): _____

Effective: 3/9/21