

ESTATES OF WALNUT GROVE HOMEOWNERS' ASSOCIATION INC.
ARCHITECTURAL / GROUNDS IMPROVEMENT APPLICATION

Any change / addition that affects the exterior appearance of the house or grounds / landscaping requires Board approval. Any homeowner desiring to make any change or addition to any portion of the exterior must request and obtain approval from the Board of Trustees, prior to beginning work. Unauthorized changes or additions are in violation of the Association's documents and must be removed or restored to original condition, at the discretion of the Board of Trustees, and will be at the expense of the homeowner. The procedure for this is as follows:

1. Submit to the Board of Trustees, TWO (2) copies of a detailed scale drawing showing the proposed improvement, including but not limited to, color and style of construction material, location and exact measurements with property set-backs of the change / addition described by this application and its attachments. By doing so and if approved, the submitter agrees to build in accordance with the application and the attached plans and specifications and agrees to maintain any improvement at their expense. **NOTE: *An incomplete application will automatically be returned to the applicant, as will any application received without submittal of the above required information.***
2. All applications require signatures of adjacent neighbors showing that the applicant has discussed proposed changes with neighbors that are directly impacted by those changes.
3. The Board will review the change application form and will return the application indicating the Board's decision within ten (10) days of receipt of the request. Applications must be received in advance of thirty (30) days of proposed start date.

APPLICANT INFORMATION

NAME: _____ DATE: _____ PHONE #: _____

ADDRESS: _____ LOT #: _____

Briefly state nature of improvement including description of materials and color choices. Attach drawing if applicable.

NEIGHBOR SIGNATURE: _____ DATE: _____

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This change or addition in no way encroaches on a neighbor's or common property. I agree to abide by the rules established by the Board of Trustees and will be solely liable for any upkeep required by this change / addition. I also understand it is my responsibility to obtain all required permits and to abide by all county / township building and zoning codes.

APPLICANT SIGNATURE: _____ DATE: _____

BOARD OF TRUSTEES USE ONLY

DATE RECEIVED: _____ DATE RECEIVED: _____

BOARD DECISION: APPROVED APPROVED CONDITIONALLY* DENIED** DEFERRED

COMMENTS REGARDING DECISION: _____

DATE REVIEWED: _____

(Signature of Board of Trustees member)

*Condition(s) of approval must be met within thirty (30) days from the date this application is reviewed by the Board of Trustees.

**Should an owner wish to appeal a denied application, a written appeal must be submitted within thirty (30) days of the date application is reviewed by the Board of Trustees.