

IMPROVEMENT APPLICATION

An Application form must be submitted for every exterior change, including, but limited to: planting or removing flowers, shrubs, or trees, changes or additions to fences, new windows, entry doors, garage doors, storm doors, or patio doors, patio or deck improvements, and improvements to existing structures. If there are any questions, contact Apple Property Management, LLC at 937-291-1740.

WHAT ARE THE OBJECTIVES OF THIS FORM?

1. To ensure that a proposed change/improvement conforms to the Association's Declaration, enhances the beauty of Bay Shores, maintains the architectural harmony of Bay Shores, and does not inconvenience other property Owners in Bay Shores.
2. To enable the Association to determine what information and assistance it can provide to expedite completion of the proposed project.

DATE: _____ DAY TIME TELEPHONE: _____

NAME: _____

ADDRESS: _____

OWNER: YES NO (IF RENTED, OWNERS TELEPHONE): _____

OWNER'S NAME: _____

DESCRIPTION OF PROPOSED CHANGE/IMPROVEMENT: _____

LOCATION: _____ APPROXIMATE COST: _____

DIMENSIONS: _____ COLOR: _____

MATERIALS: _____

(DRAWINGS TO SCALE SHOWING THE EXACT LOCATION AND DIMENSIONS OF THE PROPOSED CHANGE/IMPROVEMENT MUST BE ATTACHED TO THIS APPLICATION.)

I understand the rules concerning the proposed change/improvement. This change/improvement shall in no way encroach on a neighbor's limited common area or common ground. I agree to abide by the rules established by the Association and will be solely liable for any upkeep required by the construction of this change/improvement. I further agree to obtain all licenses and/or building permits and to meet all legal requirements for building codes and inspections.

SIGNATURE (S): _____

FOR ASSOCIATION USE ONLY

Date Approved: _____ Received: _____

Special details or provisions for approval:

