

ASHTON PLACE ARCHITECTURAL IMPROVEMENT APPLICATION

PLEASE COMPLETE AND SUBMIT TO APPLE PROPERTY MANAGEMENT

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An Application Form is required for any construction, change or addition to the exterior of your building or grounds. Some examples would be changes to outside lighting fixtures, landscape lighting, replacement of garage door, fence, storm door and windows to name a few. If in doubt about your particular project, please contact the property manager or any member of the Board of Directors. **NO WORK IS TO BE STARTED UNTIL THE IMPROVEMENT APPLICATION HAS BEEN APPROVED.** The objective of requiring a unit owner to file an Improvement Application with the Board is to ensure that your planned improvement conforms to the Association's Declaration, enhances the beauty of the community, maintains the architectural harmony of the community, and in no way inconveniences other unit owners.

A DRAWING, MANUFACTURER'S BROCHURE OR OTHER SIGNIFICANT INFORMATION OF YOUR IMPROVEMENT MUST BE SUBMITTED AS AN ATTACHMENT TO THE APPLICATION.

Unit Owner is responsible for any permits required for the project.

Name: _____ Unit _____ Phone Number: _____

Type and nature of improvement: _____

Landscaping: Individual landscaping design by a unit owner will not be approved for the common ground area at a unit. Annual flowers will be allowed in the mulch area of the common ground during the spring and summer season but are to be removed at the end of the season.

Fence: Fence must be constructed the same as the one being removed. Fence must stand alone without attachment to the building structure. Spindles must be the same style. Information as to who will be installing the fence should be included with the application along with installation information. Stain (**Solid Color Stain Ashton Grey**) can be purchased at either PPG Paints (Lyons Road) or Sherwin Williams (Lyons Road).

Windows and Storm Doors: Windows are to be **dark** brown and **six** panels. Storm doors are to be dark brown as well. Storm door approved is Larson Savannah which has a self-storing screen. (**IF YOU WANT TO PAINT YOUR WINDOWS**, the color is Sherwin Williams SW7020 Black Fox and be sure to explain what the paint will be used for to purchase the right kind of paint.)

Outside Light Fixtures: The approved light fixture for replacement is **Heath/Zenith HZ-4175-AC in Antique Copper** for both the garage area and patio area.

Landscape Lights: Landscape lights should be clear in color and are only allowed in the mulch area outside the fence of a unit and along the walkway and must be maintained in good working order and not shine on any other unit.

Garage Door: Clopay, Sandtone, Model #T50S through a Clopay Dealer.

Security Cameras: Please submit this application showing where the cameras will be installed at the unit. There should be no expectation of privacy in the common or limited common areas. If you are outside, you do not have a right to privacy. **Cameras must be removed when the unit is put up for sale.**

Handrail: Not allowed unless supported by medical documentation for assistance due to a permanent disability. Architectural form must be submitted with a diagram of where railing will be installed and the height of the railing to be installed. Handrail height between 34 to 38 inches above walking surface per ADA. **Railing must be removed when the unit is put up for sale.**

Mailbox: Not allowed unless approved by the post office and supported by medical documentation for door delivery due to a permanent disability. Same documentation must be presented to the Association. **Mailbox must be black in color and removed when the unit is put up for sale.**

Satellite Dish: Must be mounted inside and on the patio fence of the unit.

I understand the rules concerning the proposed improvement and agree to abide by the rules established by the Board and will be solely liable for any upkeep by the addition of this improvement.

NO WORK SHOULD BEGIN PRIOR TO THE APPROVAL OF THE BOARD OF DIRECTORS.

Date: _____

Signature of the Unit Owner: _____