TWIN LAKES WEST ARCHITECTURAL IMPROVEMENT APPLICATION

PLEASE COMPLETE AND SUBMIT TO APPLE PROPERTY MANAGEMENT
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Please allow up to 30 days for approval.

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 landscaping around your unit on common elements, replacement of garage door, 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.

Name: _____ Address: _____

Phone: _____ Date Submitted: _____ Type of Request: _____

Type and nature of improvement: **(You are responsible for any permits required for your project.)**

_____

_____

A drawing, manufacturer's brochure or other significant information of your improvement must be submitted as an attachment to the application. Following is information on the most regular requests we receive and questions we are asked to help maintain consistency throughout the community when these types of changes are being made.

Windows and Storm Doors: Windows are to be match the original style and color, White. Storm doors are to be Larson and/or Anderson Full View in Almond with Nickle trim**. Both require board approval prior to installing**

Garage Door: Must match the original style of door and be the color, Almond.

Front Door: Must match the original style of door. You may choose from the following front door colors **Black Magic PPG 13-26, Sun Salutation PPG 13-29, Blue Lava PPG 13-26** and **Antique Slate PPG 13-29**. Trim around the front and back doors along with the rear first floor door color are to be painted **New Port Tint 6891-1**. Both door colors and trim/rear door color are available at **PPG Paints**.

Balcony Deck Colors: The balcony is the homeowner's responsibility to maintain and this includes staining. The stain color for the brown Balcony Deck is **DD3104 Brown** and the color for the gray deck is **3102 Adobe**. Both stain colors are available at **Sherwin Williams**.

Satellite Dish: Satellite dishes are allowed, but the installation location must be approved by the Association Board in writing before work begins. The decision on location will vary on a case- by-case basis. Satellite dishes are not permitted to be installed on or near the front porch or front portion of the unit roof. The Association has certain guidelines to follow for exterior alterations. The Association has the authority to remove any alterations that do not meet Twin Lakes West specifications.

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: _____

FOR BOARD USE ONLY: Approved / Disapproved: _____

It is the unit owner's responsibility to include all signed improvement applications to future homeowners.

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