Submitting an Architectural Application

If you are interested in making a modification to the exterior of your home, you are required to apply for review and approval by the Board of Directors and/or Architectural Review Committee prior to any changes commencing. Please allow up to 30 days from the time of receipt of all required information to process your application.

What is Needed:

- Fill out the Exterior Modification Application in its entirety and describe the proposed modification. Provide as much information as possible such as size, color, material, photos, examples, etc. ***If submitting via email, all information must be scanned into one (1) PDF document and emailed as an attachment.** *

- Submit your application to Towne Properties through your association manager and/or customer service administrator. A check for $50 must be included with your application for processing. You can also you're your application fee through PayPal by emailing an invoice request to CariEvans@TowneProperties.com or LexiScott@TowneProperties.com with your name, address and community name. **An invoice will be created and sent to you by email and then you will proceed with paying via PayPal.**

Our Mailing Address:
Towne Properties
777-A Dearborn Park Lane
Worthington, OH 43085

If you should have any questions, please contact Towne Properties at 614-781-0055.

Walker Wood Homeowner Association
Exterior Modification, Addition or Alteration Application

Name: _____Date Submitted_____

Address: _____Telephone:_____

Description of modifications:

_____

_____

_____

Please attach a plot plan showing the exact location with respect to the home for the proposed modification, addition or alteration.

Materials and colors: _____

Landscaping materials: _____

Modification to begin on: _____To be completed by: _____

The owner(s) or their designees (contractor) must comply with following:

- The specifications as approved by the Board of Directors
- The Orange Township permits, building regulations, ordinances, etc.
- Repair of any damage to the common area, other lots and/or units
- Refer to Article 2, Architectural Control of your Declaration for a detailed description on the approval process

Management company recommends/does not recommend this modification for approval

Approved ☐ Disapproved ☐ By_____Date_____

PLEASE MAKE A COPY OF THIS FORM FOR USE

Please Submit Form To:
Towne Properties
Attn: Vicki Smith
777-A Dearborn Park Lane
Worthington, Ohio 43085
E-mail: VickiSmith@TowneProperties.com