

Glenabby Condominium Association

Application for Exterior Alteration/Improvement

Your Application must be submitted and approved before you begin your project. Be sure to read the Glenabby Condominium Association Policies and Rules before you proceed for specifics pertaining to our community. All alterations and improvements must take place within your **Common Element**. Applications that deviate from pre-approved plans will be reviewed by the Board, which could take up to 30 days to complete. Applications submitted without adequate documentation will not be approved.

Please complete this form, attach any plans, drawings, and/or literature, and submit to the Property Manager.

Name: _____ **Daytime Phone:** _____

Address: _____

Type of Exterior Alteration/Improvement Approval Requested:

Storm Door: _____ Landscaping: _____ Fence: _____ Satellite Dish: _____ Patio: _____

Other information or specifications: _____

Project Estimated Completion Date: _____

Application Approved: YES NO (circle one)

Signature of Agent or Association Director

Date Received: _____ Date Approved/Disapproved: _____

Notes: _____

After you have received approval from the Association, contact the appropriate Zoning Office to obtain your permit (if necessary). The Zoning Office may require an approval letter from the Association and a site plan depicting your unit and its common area. Site plans are contained in the amendments to the Declarations and Bylaws (available at www.glenabby.org).