

The Enclave at Belle-Aire Condominium Association
c/o Realty Management & Maintenance
456 Germantown Pike Suite 2
Lafayette Hill, PA 19444
Fax 610-471-0598 or afahringer@rmmcondos.com

Siding & Stucco Architectural Change Request

Date: _____

Name: _____

Address: _____

Phone Number: Daytime _____ **Evening** _____

I request approval of the following change(s)

Owner's Signature

Note: Reverse side must be completed.

Approved _____ **Disapproved** _____ **Date** _____

Board Member/Agent _____

Any change(s) must be done within six months of date of approval or this approval will be NULL AND VOID.

CONTRACTOR PERFORMING WORK MUST COMPLETE THIS SECTION

_____ 1. Contractor's Name: _____

Date: _____

_____ 2. Contractor's description of work to include materials must be attached to this request. Use additional sheets if necessary. If the Contractor's description of the work is in the form of a proposal, the final signed copy of the contract between the homeowner and contractor is to be submitted, prior to the commencement of work, via the same method used to fill out this form. If after this submittal, the work to be performed changes, this form will need to be resubmitted for Approval.

_____ 3. Drawing Attached

_____ 4. Picture Attached

_____ 5. Color: _____. Stucco must match as close to existing. Siding may only be the color "SANDSTONE.

_____ 6. Contractor Signature _____

Phone: _____

_____ 7. Insurance Certificate Attached (MUST LIST ENCLAVE AS ADDITIONALLY INSURED)

_____ 8. Building Permit for Structural Revisions: To be secured through Upper Dublin Township.

_____ 9. As a courtesy have you informed your neighbor/s of your upcoming work. Note: Signature required for siding and stucco work.

_____ 10. Submission from contractor doing the siding and/or stucco work must include full disclosure, including the impact of and any required removal, modification and/or restoration to be performed to the adjoining home(s). The contractor(s) is to provide to the adjoining homeowner(s) the portion of the contract describing in detail the impact on the adjoining homeowner(s) including the approximate time frame for completion of all work, from contractor to adjoining home/s. The Contractor is to obtain written concurrence (email reply will suffice)

from the adjoining homeowner(s) documenting receipt and acknowledgement of the work to be performed. The homeowner filling out this form will submit this documentation to the Association via the same method used to fill out this form.

- _____ **11. Owners or their contractor are required to contact Management to schedule a site visit no earlier than 50% completion, or no later than, final completion of project with the Architectural Chairperson.**
- _____ **12. If stucco damage is found behind the brick after the project is underway an addendum to the original contract is required to be submitted for approval. If the brick cannot be reused the approved replacement brick is “Redland Royal Plum.”**

Note:

- a. All of the above may not apply.**
- b. Please check off all enclosures.**
- c. Authorization will not be given if an Insurance Certificate is not included. Certificate must list Enclave Condominiums as additionally insured.**
- d. Any homeowner or their contractor who performs work to the home that results in a disruption or destruction to the common area turf it will be the responsibility of the homeowner to repair or to reimburse the Association for the cost.**
- e. Review, Approval and, if any, subsequent monitoring of the work pursuant to this Architectural Review Form and attached Documentation DOES NOT constitute a legal review for compliance with ALL applicable Local, State and Federal Codes and Regulations. For clarity the Review, Approval and, if any, subsequent monitoring of the work is ONLY for Association use in ensuring compliance with the Rules & Regulations of the Association Governing Documents.**