

Application for Exterior Alteration or Maintenance of Building or Land

CONTROLLED BY DECLARATION OF COVENANTS AND RESTRICTIONS AFFECTING WESLEYAN HILLS ASSOCIATION, INC. PROPERTIES – ARTICLE X

Date _____

In accordance with the Declaration of Covenants and Restrictions referred to in the deed covering the below described property, I/We hereby apply for written consent to make the following exterior changes to the premises located at:

.....
Lot number and address

Description of Changes desired (give full details of exact location on the above property, purpose, type and color of materials used):
.....
.....
.....
.....
.....

(If a change is other than exterior painting or reroofing of structure – attach a sketch, architectural plan, etc. of structural change; ground planting, fencing or rearrangement.)

I/We desire to do this work on or before _____

If work does not commence within six (6) months from the date of application, then the request must be resubmitted.

I/We understand and agree that no work on this request shall commence until written approval by the Wesleyan Hills Association, Inc. Architecture and Landscape Review Committee has been received by me/us.

Owner(s) of Record

Contact Information

Signature(s) _____

Home Phone _____

Print Name(s) _____

Mobile Phone _____



Architectural & Landscape Review Committee (ALRC) CHECKLIST & INFORMATION

The following chart is designed to provide a quick checklist of items needed to make a complete application to the Wesleyan Hills ALRC for some of the most common changes to property. It is **not** meant to be an exhaustive list of either items needed for an application to be deemed complete nor is it intended to be an exhaustive listing of items that require ALRC approval. **For further information, refer to the Wesleyan Hills Association Architecture and Landscape Review Committee Guidelines** (June 2002 or most recent version).

	Plot Plan showing location	Materials Example	Style	Color	Style/Color of other parts of dwelling	Landscape Plan	Photo of existing area/structure
Decks *1, *6	X	X	X	X	X	X	X
Painting		X		X	X		X
Roof *6		X	X	X	X		X
Vinyl *2		X	X	X	X		X
Landscaping *3	X	X				X	X
Ext. Lights	X	X	X		X		X
Dog House/Run	X	X	X	X	X	X	X
Clothesline	X	X				X	X
Shutters *6		X	X	X	X		X
Fences *1, *4	X	X	X	X	X	X	X
Sheds *1, *4, *6	X	X	X	X	X	X	X
Pools *1, *5	X	X			X	X	X
Alteration/Addition *1, *6	X	X	X	X	X	X	X
Driveways *7	X	X				X	X
Satellite Dishes	X	X					X
AC *8	X	X				X	X

*1 - Must meet city building codes (Building Permit may be required).

*2 - Not approved for all areas of Wesleyan Hills (not approved in the Red Section).

*3 - Must not interfere with neighbor's views or with traffic sight lines.

*4 - Are discouraged.

(Size appropriate fences of wood may be approved if needed for visual or acoustical privacy or for safety.)

(Sheds must be to rear of dwelling and share a common wall with dwelling. Must be of same style, material and color as the dwelling).

*5 - Above ground pools are not approved. In-ground pools must be at the rear of house and in a location that does not impact neighboring lots with respect to noise, light or sight lines. Fences must meet city code and ALRC standards. Most lots will not be thought appropriate for pool installation.

*6 - Must be compatible with original building in respect to style, materials and colors.

*7 - Must have at least a gravel base, a hard surface is preferred.

*8 - Permanent installations through the wall or in a window must be approved. Compressor location must be approved and screened.



Certificate of Insurance Insert Info

Please provide the following information to the contractor so their insurance company can prepare the Certificate of Insurance:

There are **2 large empty boxes** at the bottom of the "Certificate of Insurance Form";

In the box that is second from the bottom of the Certificate of Insurance Form, labeled "**Description of Operation**", place the following information exactly as follows:

Wesleyan Hills Association, Inc. and White & Katzman Management Inc., are named as additional insureds. Unit Owner's name.

In the box at the very bottom of the Certificate of Insurance Form labeled "**The Certificate Holder**", place the following information exactly as follows:

**Wesleyan Hills Association, Inc.
C/O White & Katzman Management Inc.
111 Roberts Street, Suite G1
East Hartford, CT 06108**

