

Rose Hollow Architectural Request Form

Mail, fax or email completed form to **Rose Hollow Property Manager, Tina Martusus**
Continental Property Management, Inc., 975 Easton Road, Suite 102, Warrington PA, 18976
Email: t.martusus@cpm975.com • Fax: 215-343-4409 • Phone: 215-343-1550

In an effort to provide and protect all homeowners rights and values, our condominium by-laws require that every homeowner desiring any exterior improvement or replacement to their individual common elements must **receive prior approval** from the Rose Hollow Association Board of Directors. That process begins by completing and submitting this Rose Hollow Architectural Request Form. Please complete this form in its entirety. Otherwise, consideration of your request may be delayed or rejected. Thank you!

Name _____ Address: _____ Date Submitted: _____

Phone: _____ Email Address: _____

Please check all changes or replacements that apply for this request -

Windows -

- Windows B - Landing Fan window above B landing window

Note: Window trim is homeowners responsibility. Windows must have exterior wood frame replaced (if needed) and capped.

Doors (all) and Garage Door -

- Entry door Storm door Sliding door Utility door Balcony door Garage door

Note: Entry, Utility, Sliding, Balcony and Garage doors must match original style and color. Garage trim and door trim are homeowners responsibility. For information on approved Storm Door styles please see Rose Hollow handbook.

Exterior Lighting -

- Entry Back Balcony

Note: See Rose Hollow handbook for lighting guidelines.

Fence -

- Front Back Side Gate Picket Stockade

Note: Replacement fences must be vinyl material - See Rose Hollow handbook for fence replacement /expansion guidelines.

Balcony -

- Enclosed Screen Glass Screen and glass

Note: See Rose Hollow handbook for balcony enclosure guidelines. Once enclosed balcony is homeowner responsibility.

Patio or Deck -

- Front "A" Rear "A" Side "B" Patio Deck

Note: Diagram and material used for patio or deck replacement /expansion must be noted on supporting documentation.

Shared path from driveway to entry door -

- Front "A" Front "B"

Note: Shared paths must be replaced with concrete. See Rose Hollow Handbook for information on shared paths.

Driveway-

- Entire Driveway Replacement

Note: Use this form for driveway replacement only - Repairs and seal coating do not need Board of Director approval.

Replacement of Entry Doorbell with Video Doorbell-

- Entry doorbell replacement application only (All other cameras strictly prohibited)

Note: Some units may be prohibited from installing video doorbells due to location of existing bell wiring.

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Instructions -

- 1. Detailed dimensions, style and size of materials, color, etc. is requested for all changes or replacements. Scanned pictures, brochures, and diagrams need to be submitted as part of the application process. Copies of your contractor estimate with dimensions, materials used, size, style and color information is preferred. Refer to Rose Hollow Condominium Handbook for guidelines and details for changes, replacement or improvement. Providing details are important for approval.
- 2. Prepare a sketch, site plan or written description of the proposed patio improvement, addition or replacement.
- 3. Unit owner is responsible for the maintenance and repair of the improvement after the change has been approved and installed.

Rose Hollow Condominium Homeowner -
Please provide below your exterior patio or deck replacement or improvement sketch or site plan:

