

Colony West Homeowners Association
31 Colony West Drive
Champaign, IL 61820
P: (217) 359-3405
E: cwhoa31@gmail.com

Colony West Homeowners Association Architectural Change Agreement Form

Resident Information:

Name of
Homeowner(s): _____

Property
Address: _____

Phone Number: _____

Email Address: _____

Proposed Architectural Change Description of Proposed Change or Improvement

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Location of Proposed Change on Property (i.e., front yard, back yard, side, etc.):

Materials to be Used (if applicable):

Size/Dimensions of Proposed Change:

Estimate Start Date: _____

Estimated Completion Date: _____

Contractor (if applicable):

Name: _____

License Number: _____

Phone Number: _____

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Required Attachments (if applicable)

- Site Plan (showing location and dimensions of proposed change)
- Drawings or Plans (detailed drawings showing design and materials)
- Permits (if required by local government or jurisdiction)
- Neighbor Approval (if required i.e. shared fencing)

Approval Conditions

By signing this form, the homeowner agrees to the following conditions (if approved):

1. Compliance with the HOA Rules and Regulations:

- a. The homeowner agrees to comply with the Colony West HOA architectural guidelines, local building codes, and zoning laws.

2. Permits:

- a. The homeowner is responsible for obtaining any necessary permits from local government agencies and ensuring the work is legally compliant.

3. Workmanship:

- a. The homeowner ensures that all work to be carried out in a professional and safe manner and that the proposed changes will not negatively impact the community.

4. Final Inspection:

- a. Upon completion, a final inspection may be completed by the property management team to ensure the project complies with approved plans.

5. Time Frame:

- a. Any changes must be completed within the agreed-upon timeframe. Extensions must be presented in writing.

6. Restoration Requirement:

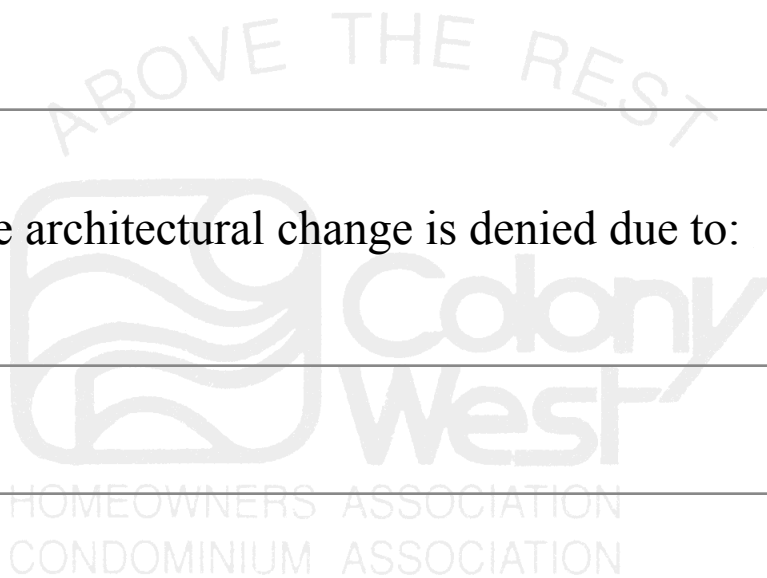
- a. If the project is not completed as proposed or in compliance with the HOA's requirements, the homeowner may be required to restore the property to its original condition at their expense.

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Approval by HOA

- ☐ Yes, the architectural change is approved as submitted.
- ☐ Yes, the architectural change is approved with the following modifications:

- ☐ No, the architectural change is denied due to:



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Homeowner Acknowledgment:

I, the homeowner, agree to the terms and conditions outlined in the Architectural Change Agreement Form. And I understand that the HOA's approval does not waive any responsibility for compliance with local building code or otherwise. I also acknowledge that any changes made without proper approval may result in penalties or the requirement to restore the property to its original state.

Homeowner (Printed):

Signature:

Date: _____

For HOA use only:

Application Received By: _____

Date: _____

Approval/Denial Date: _____

Completion Inspection Date (if applicable): _____