



West Valley Oaks

West Valley Oaks Homeowners Association, Inc.
BOD@westvalleyoaks.com

Exterior Alteration Application

Please complete each section of the form as thoroughly and completely as possible. Incomplete forms could cause a delay in the approval process. The West Valley Oaks Board of Directors strives to approve residential requests for alterations in a timely fashion. To keep our community's integrity and appeal, it is necessary for everyone to cooperate in obtaining approval for exterior alterations.

A board member will contact you when the request has been approved which will be followed by a written approval letter in the mail. **Approval must be received prior to any work being done.** Once you have received approval, the work must commence within 90 days and be completed within 6 months. If you have any questions, please feel free to send an email to: BOD@westvalleyoaks.com. You can email the form or send it to:

WEST VALLEY OAKS ARCHITECTURAL COMMITTEE
P.O. Box 1115
Bel Air, MD 21014

- **Paint/Stain**- Attach a paint/stain chip, type or color. Check the website for the approved color palette.
- **Fences**- A printed picture must accompany any fence requests. *Note- No chain link fences are allowed
- **Decks**- Applications for deck requests must include construction picture/drawing of proposed deck, location of deck and lot showing the dimensions of the deck. Decks can not extend beyond the side of the house.
- **Other**- Description and location of request for trees, bushes, pool, playground, satellite dish, etc.

Name: _____ Date of request: _____

Address: _____

Phone: (Home) _____ (Cell) _____

E-mail Address: _____

Contractor – Name, Address, Phone: _____

- **Full description of desired changes:** Attach additional pages and drawing/pictures as needed. Identify the location of proposed change(s) on a copy of the lot/site plan you received at settlement.

Note: Approval does not relieve the homeowner from responsibility of obtaining appropriate permits, following all regulations imposed by the City or County, and making sure the work is performed appropriately. Homeowner assumes all responsibility for any damage that may be caused by the work performed while it is being performed and any future damages that may result.