

ALTERATION APPLICATION

Owner's Name: _____ Date: _____

Address: _____ Phone: _____

AN APPLICATION IS REQUIRED FOR ANY ALTERATION THAT OCCURS OUTSIDE THE EXTERIOR WALLS OF THE BUILDING AND IS, THEREFORE, COMMON ELEMENT. THE APPLICATION MUST BE ACCOMPANIED BY A SKETCH INDICATING LOCATION, SIZE AND TYPE OF CONSTRUCTION AND OTHER PERTINENT INFORMATION AS MAY BE NECESSARY. REQUESTS FOR EXTERIOR PAINTING MUST FOLLOW MONTREUX ACC APPROVED PAINTING GUIDELINES AVAILABLE ON MONTREUX WEBSITE (MONTREUXHOA.COM).

Describe in detail, type of alteration and materials to be used. Exterior paint requests must include Montreux approved paint palette # and specific paint name and SW number (if Sherwin-Williams) or manufacturer name and paint chip colors if non-Sherwin-Williams paint (include copy of paint chips). Fax/Email or Scan this form to Sentry Management at number listed at bottom of form.

(If more space is required, please attach to this form. Thank you.)

If approval is granted, it is not to be construed to cover approval of any County or City Code Requirements. A building permit from the appropriate building department is needed on most property alterations and/or improvements. The Architectural Committee shall have no liability or obligation to determine whether such improvement, alteration and addition comply with any applicable law, rule, regulation, code or ordinance

As a condition precedent to granting approval of any request for a change, alteration or addition to an existing basic structure, the applicant, their hires and assigns thereto, hereby assume sole responsibility for the repair, maintenance or replacement of any such change, alteration, or addition. **IT IS UNDERSTOOD AND AGREED THAT THE MONTREUX HOMEOWNERS ASSOCIATION, INC. AND SENTRY MANAGEMENT, INC. ET AL, ARE NOT REQUIRED TO TAKE ANY ACTION TO REPAIR, REPLACE OR MAINTAIN ANY SUCH APPROVED CHANGE, ALTERATION OR ADDITION, OR ANY STRUCTURE OR ANY OTHER PROPERTY. THE HOMEOWNER AND ITS' ASSIGNS ASSUMES ALL RESPONSIBILITY AND COST FOR ANY ADDITION OR CHANGE AND ITS FUTURE UPKEEP AND MAINTENANCE.**

DATE: _____ OWNER'S SIGNATURE: _____

ACTION TAKEN BY THE ASSOCIATION:

DATE: _____ APPROVED: _____ NOT APPROVED: _____

Conditions of approval/disapproval:

AUTHORIZED SIGNATURE FOR THE ARCHITECTURAL COMMITTEE