

The Walden Association Architectural Application

Procedure

What Type of Work Must have Approval?

- All changes to the exterior of your home or the land surrounding your home must be approved by the Walden Association Architectural Committee and your Condominium Association if you live in one. Condominium owners must first receive approval from their Association. Single-family homeowners must communicate their application to the Walden Association management company, Carlyle Management Company, Steve Avner at savner@carlylemanagement.com

Your Procedure:

- Complete the form that is part of this application and if applicable, first secure approval from your Condominium Association. If you are a “Single Family” homeowner, submit your application to Carlyle Management Company, Steve Avner at savner@carlylemanagement.com or Gina Ehrhart, Chairwoman of the Walden Architectural Committee (WAC) at ginaehrhart@yahoo.com for approval.

What must be Submitted:

- **Building Construction (including decks):**
 - Requests for approval include design drawings or photos to assure quality construction and compliance with other requirements of the Architectural Committee and the Covenants and Restrictions (Declaration Article VIII).
 - A plot plan that shows Common and Limited Common areas if you live in a condominium or lot lines if you are a “Single Family” homeowner.
- **Hardscape (patios & walkways)**
 - Drawings and photos to assure quality construction and compliance with other requirements of the Architectural Committee and the Standards, Covenants and Restrictions(Declaration Article VIII).
- **Notify the WAC and Gina Ehrhart ginaehrhart@yahoo.com when your work is completed.**
- **If the City of Aurora requires a building permit, then it is your responsibility to obtain it. Your contractor must be registered with the City of Aurora.**
- **Owner assumes all responsibility for quality of work, work performance, and compliance with all codified ordinances for the City of Aurora, OH.**

Owner & Date _____

Condominium Association or Single-Family Home: _____

Address: _____

Phone Number: _____

Email Address: _____

Type of Work/Standards (check each item below that is part of your application)

- **Paint Colors (pg. 6-9)**
 - Siding ____
 - Doors ____
 - Windows ____
- **Outside Lighting (pg. 10-18)**
 - Wall Sconces ____
 - Landscape/Up-Lighting ____
 - Lamp Posts ____
- **Privacy Fences (pg. 19) ____**
- **Decks (pg. 20-23) ____**
- **Docks (Pg. 24-25) ____**
- **Retaining Walls (pg. 26-34) ____**
- **Patios & Walkways (pg. 35-39) ____**
- **Doors (pg. 42-46) ____**
- **Garage Doors & Service Door (pg. 46-47) ____**
- **Windows (pg. 48-49) ____**
- **Door & Window Frames (pg. 50) ____**
- **Roofing Shingles (pg. 51-56) ____**
- **Skylight/Chimneys/Flus (pg. 57) ____**
- **Digital Satellite Antenna Systems (pg. 59) ____**
- **Room Additions (architectural drawings are required) ____**

Note: For additional information please refer to the Walden Association Architectural Standards (located on the Walden Association website www.waldenofaurora.com). Also, page numbers for each above Architectural Standard correspond with the Walden Architectural Standards.

Provide a detailed overview of your project. Include & attach images and drawings where needed.

Condominium Association Approval

- Board Member Signature: _____
- Board Member Signature: _____
- Association/Board Comments:

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Walden Association Architectural Committee (WAC) Approval

- Committee Member Signature: _____
- Committee Member Signature: _____
- WAC Comments:

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Key Information:

- **All external architectural changes and/or addition (decks, 3 season rooms, building add-ons etc.) applications** must include design drawings and photos to assure quality construction and compliance with other requirements of the Architectural Committee and the Covenants and Restrictions (Declaration Article VIII) Additionally, the WAC can request a Professional Signature when needed.
- **City of Aurora Building Department & Architectural Review Board**
 - About the Board: The City of Aurora Architectural Board of Review examines plans submitted to the Building Department for conformity with its established guidelines and applicable Codified Ordinances to protect and preserve the value, appearance, and character of the buildings and related structures.
 - Plans Subject to Review: Plans for all new buildings, additions, renovations that include exterior work are all reviewed by the Architectural Board of Review. The design and materials used must be approved by the Board before a building permit can be issued.
 - City of Aurora building permits and using City of Aurora licensed/register contractures is mandatory.
- **Walden Association Architectural Application must be submitted and approved for all external work. Also, the Committee is empowered to address any violations.**
- **The Walden Association website is an excellent reference when considering exterior improvements to your home.**