

Walnut Creek Townhome Homeowners Association

Architectural/Landscaping Change Request Form Submitted For Approval On Monday of Each Week

Date: _____ Phone: _____ Email: _____
Name: _____ Address: _____

Please submit a complete set of drawings/plans with request form. Describe the proposed improvement(s) and attach plans on 8 1/2" x 11" paper only, showing type, style, quality, dimension, materials, color, location, etc. Or supply drawings supplied by your paid landscaper. This includes names of the flowers/shrubs. REQUESTS WITHOUT COMPLETE INFORMATION WILL NOT BE CONSIDERED. There must be a 6 foot clearance area surrounding any/all landscape beds to allow for commercial mowers to get through. You may not commence work on your proposed improvement(s) or addition(s) until you have received approval to proceed. Requestors are asked to allow as long as 30 days for a reply although nearly all are acted upon much faster than that. Adjacent property owner may be interviewed by the Architectural/Landscaping Committee regarding the requested change and they will be given a chance to voice objections if asked. ALL LANDSCAPE BEDS, TREES, SHRUBS, FLOWERS AND STATUARY ARE RECOMMENDED TO BE SURROUNDED BY A HARD LANDSCAPE EDGING MATERIAL. HOMEOWNERS ARE RESPONSIBLE FOR KEEPING THESE AREAS WEED FREE AND TREES/SHRUBS TRIMMED.

You are reminded that your request is not to interfere with the existing sprinkler system unless you pay to have it modified and must leave enough room for commercial mowing operations around landscaping.

I hereby request approval of the following improvements to lot/home (attach separate sheet if necessary):

Please be advised that Walnut Creek Townhome Homeowners Association will not be responsible for any damages to decks, sprinkler systems, or lawn drainage issues arising from changes.

To be constructed by: _____ Self: _____
Estimated Beginning Date: _____ Projected Completion Date: _____

I understand approval does not relieve me of the responsibility for obtaining any and all necessary building permits, variances, and/or observing all local zoning ordinance, if applicable. I understand that approval does not constitute approval of the City Of Papillion (in whose zoning authority we reside), Sarpy County, or the State of Nebraska and that any work that I undertake may require the approval of one or more of these entities. All improvements must be on my property or property lines. If any portion of the Association's property is disturbed or damaged by either myself or my contractor, I agree to be responsible for and to restore the common elements to their original condition(s). No approval of the Board of Directors is intended or should be construed to provide any representation or certification that the proposed plans, specifications, design, construction, engineering, modification or alteration is structurally sound, properly engineered, geophysical appropriate, legally or safely constructed or built according to the applicable building code or land use laws and regulations. Neither the Board of Directors, nor any member thereof, or the Association shall be liable to any owner, occupant, or other person for any damage or loss suffered or claimed as a result of the construction, existence, or, failure of the modification, or for any other claim, demand, suit or action attributable to or associated with the modification. If approved by the Board of Directors, I agree to make the changes under these terms and conditions.

Signature of Homeowner: _____

*** Do not write below this line***

APPROVED DENIED MORE INFORMATION NEEDED

COMMENTS:

Authorized Board Member signature: _____ Date _____

Please fax, snail mail or email request to:
PJ Morgan Real Estate
7801 Wakeley Plaza Omaha, Ne 68114
Phone 402-397-7775, Fax 402-397-6065, kbetts@pjmorgan.com