



MEADOWLARK MANOR

According to the Master Deed:

No alteration or improvement to the unit which would alter or affect the common elements or any other unit may be made by any unit owner other than the declarant without the prior written consent of the board of directors. No application shall be filed by any unit owner other than declarant with any governmental authority for a permit covering an addition, alteration, or improvement to be made in a unit which alters or affects the common elements or other units, unless approved and executed by the board of directors. Such approval and execution shall not evidence any consent to any liability on the part of the board of directors, or any individual member of the board of directors, to any contractor, subcontractor, materialman, architect, or engineer by reason of such addition, alteration, or improvement or to any person having any claim for injury to person or damage to property arising therefrom. Consent shall be requested in writing through the manager or the managing agent, if any, or through the president or secretary of the council if no manager or management agent is employed. The board of directors shall have the obligation to answer within 30 days. The board of directors may require that the unit owner making such improvement, alteration, or addition obtain such insurance coverages and in such amounts as the board of directors deems proper.

Application for Exterior Modification

Name: _____

Address: _____

Home Phone: _____ Work Phone: _____

E-Mail: _____

I. Description of proposed modification. Include applicable materials, colors, drawings, photographs, plat footprint & pertinent information. Include project timeline. [] Work by Self [] Contractor

II. I understand and agree to the following:

- That there are architectural and landscaping requirements in the governing documents and a review process established by the Board of Directors.
- That no work on the modifications on this application will commence until I receive written approval from the Meadowlark Manor Board of Directors. To do so is a violation of the Master Deed and may result in my being required to remove any or all

of the modifications, should they not be approved, and restore my property to its original condition at my own expense. I understand I may be held responsible for all legal fees incurred by the Association in enforcing the provisions of the Master Deed.

- The approval of this application is not based on any structural integrity. I agree to comply with any and all applicable Jefferson County zoning and building codes as required. *I will contact Jefferson County Code Enforcement @ 502-574-5950 for information on any necessary permits and inspections.* The approval of the Architectural Review Committee only satisfies the requirements of the Meadowlark Manor Board of Directors.
- Kentucky law requires that two days before you start to dig you must call Buried Utilities Information - BUD @ 502-266-5123, to have the location of all utilities marked.
- **This approval is contingent upon the modifications being completed as depicted in the original and modified application packages and no deviations may be undertaken without approval of the Board.**
- No construction vehicles may enter upon common ground to deliver materials or facilitate construction. Any disturbed common area must be restored to the satisfaction of the Meadowlark Manor within ten (10) days of written notice to me. If not restored, the Association will restore all disturbed areas and assess the cost plus administrative charges to me.
- That approval is contingent upon construction being completed in a timely and professional workmanship manner.
- That the approval authority granted by the Board of Directors (if so granted) will automatically expire should the proposed project not be commenced within 180 days of the approval or completed within one year of the approval.
- Those members of the Board of Directors and their agents and the staff of the Meadowlark Manor may enter onto my property to make routine inspections. Such inspections will be conducted at reasonable times so as not to disturb my use of the property.

IV. Applications will not be processed for any Owner who is in arrears for any dues or fees owed to the Meadowlark Manor.

V. Signature of Home Owner: _____ Date: _____

**Return this original form to the Meadowlark Manor
c/o Mulloy Properties
P.O. Box 436989
Louisville KY. 40253-6989
(502) 498-2403
FAX: (502) 498-2416
Or
Email: agabbard@mulloyproperties.com**
