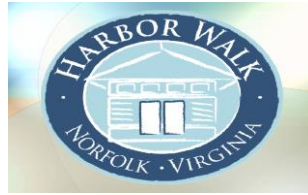


Harbor Walk Condominium Association, Inc.



ARCHITECTURAL MODIFICATION REQUEST FORM

Please Note: Exterior alterations commenced without prior written approval of the Association are in violation of the covenants and are at the applicant's own risk.

Name: (please print in ink or type) _____

Property Address: _____, Norfolk, VA 23518

Phone: (hm) _____ (wk) _____ (cell) _____

Email Address: _____

APPLICATION FOR: (complete separate application for each request)

New Installation Replace Existing Item Repair Existing Item

Check Type of Request Below:

Deck / Patio Window Replacement Storm Door Landscaping Wall or Door Ornament
 Door Peep Hole Other - Please Explain Below

Description of Alteration: Please attach supplemental sheets, sketches, architectural drawings, etc., as needed, to explain the purpose and details of proposed alteration. Include colors, materials, dimensions, location, etc. Failure to provide adequate information will result in denial of application.

Requirements for All Applications:

- A. Owners wishing to make changes requiring approval must submit a written application to the Architectural Committee or, in their absence, the Board of Directors, with all appropriate sections completed.
- B. Verbal and/or oral requests will not be considered.
- C. Each alteration or addition must be specifically approved in writing by the Board of Directors, even though the intended alteration or improvement considered conforms to a similar or substantially identical approved alteration.
- D. The Association does not, and therefore, cannot control work performed within a Unit. The Unit Owner, therefore, is responsible for assuring that any and all changes or additions are made in conformance with the Association Instruments. Failure to comply subjects the Unit Owners to the remedies set forth in the Association Instruments and the Virginia Condominium Act.
- E. Approval of any project by the Association does not waive the necessity of obtaining the required governmental permits.
- F. Obtaining a governmental permit does not waive or circumvent the need for Association approval.
- G. The Association will not knowingly approve a project that is known, or considered to be, in violation of the local building or zoning codes.

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H. The burden rests with the applicant to demonstrate the acceptability of the proposal. The applicant may then submit, with the application, any materials, exhibits, petitions, photographs, experts' statements and the such like that applicant deems necessary. Applicant may request an opportunity to appear before the Committee, along with any witnesses the applicant desires to testify.

All applicants shall recognize and consent to the following:

1. All proposed improvements must meet local building and zoning codes as applicable. Your signature indicates that these standards are met to the best of your knowledge. Application for local building permit is the applicant's responsibility.
2. Alterations to land or buildings made in accordance with these guidelines and procedures shall not violate any of the Association Instruments or any of the provisions of Building and Zoning Codes of Hampton, to which the unit is subject. Further, nothing herein contained shall be construed as a waiver or modification of any restriction.
3. The undersigned understands and agrees that no work on this request shall commence until writ-ten approval of the Architectural Committee or, in their absence, the Board of Directors has been received. A letter shall be sent to you after review by the Architectural Committee or, in their absence, the Board of Directors.

Building Specs:

Paint Colors: Semi-gloss oil based exterior paint to match the existing color

Decks: Clear penetrating wood treatment (Two examples: Defy Extreme and TWP 100 series)

Windows, Patio Doors, Screen & Storm Doors: *Pending*

Owner's Signature: _____ Date: _____

Please return completed form to The Select Group at the address or fax number provided at the bottom of the first page or email to cdoneff@theselectgroup.us

.....
Date Application Received: _____

Covenants Committee Recommendation:

- Approve as Submitted Disapprove
 Approve with the following stipulations: _____

Committee Signature: _____ Date: _____

Board of Directors Action:

- Approve as Submitted Disapprove
 Approve with the following stipulations: _____

Board Signature: _____ Date: _____