

Windwood Unit Owner's Association
Application for Modifications or New Construction

Project

Description _____

**Name and Address of
Contractor** _____

Please Print:

Name _____

Windwood Address _____

Lot # _____ **Phone** _____

Email address _____

Signature _____ **Date** _____

Refer to the Second Amended Declaration of Common interest Community for West Virginia Resorts, pg. 21, VIII, C (Restrictive and Protective Covenants) thru page 26. Also, the BCC guidelines, pg. 27, VIII, D thru pg. 28.

Before approval can be granted the following items must be included and sent to the BCC:

- ✓ Proposed final building plan
- ✓ Final specifications (must include interior living space ((sq ft)) and elevation and height of structure and utility entrances.
- ✓ Final complete exterior materials list (i.e., siding, roof, windows doors etc.)
- ✓ Final color and finish of exterior
- ✓ Site plan
- ✓ Final construction schedule
- ✓ Plat with location of structure and parking
- ✓ Adjoining neighbors/proximity sign off acknowledgement of your request (emails are acceptable).

Acknowledgement of at least two property owners that are adjacent to and/or have a view of the proposed change(s).

Name: _____ Name: _____

WW Address: _____ WW Address: _____

Phone #: _____ Phone #: _____

Signature: _____ Signature: _____

Date Received: _____

Please send completed packet to: Building Control Committee, 1 Cessna Drive, Davis, WV 26260.

BCC COMMITTEE USE

APPROVED _____ Date _____

DISAPPROVED _____ Date _____

INCOMPLETE PACKET _____ Date of Return to Individual _____

SIGNATURE _____ Date _____

SIGNATURE _____ Date _____

SIGNATURE _____ Date _____

EXECUTIVE BOARD USE

APPROVED _____ DISAPPROVED _____ Date: _____

President's Signature _____