

Return to:  
Design Review Committee  
C/O FWMA  
P.O. Box 279  
Unionville, CT 06085

**FORM A**

Office Use Only:  
\$25 fee if proposed work is in excess  
of \$500.  
Date: \_\_\_\_\_  
Fee Pd. \_\_\_\_\_ Ck. No. \_\_\_\_\_  
This application will not be reviewed  
without payment.  
Application fees are non-refundable.

**FARMINGTON WOODS MASTER ASSOCIATION  
PROPERTY IMPROVEMENT REQUEST**

(Please print or type)

This application must be submitted a minimum of ten (10) days prior to a  
scheduled Design Review Committee ("DRC") meeting with payment as required.

Unit Owner's Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Address of Property to be Improved: \_\_\_\_\_

Contractor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Expected Project Completion Date: \_\_\_\_\_

In accordance with the Declaration of Covenants and Restrictions referred to in the deed covering the property described above, Owner hereby  
applies for written consent to make the following alterations or changes:  
Briefly describe the request:

\_\_\_\_\_  
\_\_\_\_\_

Please submit the following applicable information along with this application. Any missing information is cause for the committee to table your  
request.

- Scaled drawing of improvement as it relates to existing structure
- List of materials to be used (may be on the drawing)
- Catalog or photo
- Neighbor Notification (if applicable)

Based on the approved schematic design documents, Property Improvement Request and any adjustments authorized by the Farmington Woods  
Master Association in the program, schedule or construction, the Unit Owner shall prepare, for approval by the Design Review Committee or  
designated Master Association staff documents and/or drawings to fix and describe the size and character of the improvement as to the architectural,  
structural, mechanical and electrical systems and such other elements as may be appropriate.

If this application is approved, APPROVAL is for the above described work only and is based upon facts as presented. The Unit Owner  
acknowledges that all approved alterations or changes must be completed within six months of Committee approval unless a specific written  
exception is requested and received.

The Owner has the sole responsibility for building permits, engineering tests, drainage etc. and/or any other areas requiring professional/technical  
advice or approval. Further, Owner shall be solely responsible for damages to persons and/or property during the construction or material delivery  
phase for the above listed request. The design development documents shall comply with all applicable laws, ordinances, codes, orders, rules and  
regulations.

By appointment with Owner, permission is hereby granted for members of the DRC and Farmington Woods Master Association staff to make  
reasonable inspection of the property prior to, during and following the proposed improvement.

**WORK MUST NOT COMMENCE WITHOUT WRITTEN APPROVAL FROM THE DESIGN REVIEW COMMITTEE.**

\_\_\_\_\_  
Owner's Signature  
Contractor is not permitted to sign for owner.