

# ASHLEY OAKS HOA ARCHITECTURAL CONTROL REQUEST

## Application for Review of Construction Plans

Included in the Association Covenants and Restrictions is a statement about Architectural Control. It is a very important component in the function of a homeowner's association. Its purpose and main function is to maintain the amenities and property values of the association. Keeping this in mind, homeowners are required to follow these simple steps when making changes in their home. (This would include additions, alterations, decks, flagpoles, or other work that requires a building permit from the City of Strongsville.)

**STORAGE BUILDINGS, SHEDS AND TREE HOUSES ARE NOT PERMITTED  
ALL ASSOCIATION APPROVALS ARE SUBJECT TO APPLICABLE STRONGSVILLE PERMITTING AND APPROVAL  
REQUIREMENTS AND PROCESSES.**

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**Step 1** – File with the Ashley Oaks Board of Trustees the completed application for construction below. Copies of plans/sketches must be submitted with the application form. (These will be returned to you.) A response to the application will be issued within 30 days of receipt of the receipt of the necessary information. If approval is not granted within 30 days the request is deemed to be denied.

**Step 2** – File with the City of Strongsville for building permit and inform them that you have submitted an application for review to the Association.

**Step 3** – Association will send written response and return plans. Approval must be received before a building permit will be issued.

**Send completed application to: Ashley Oaks Homeowners Association  
P.O. Box 360293  
Strongsville, OH 44136  
Or Email AshleyOaksStrongsville@gmail.com**

Name (Print or Type): \_\_\_\_\_ Date: \_\_\_\_\_

Property Address: \_\_\_\_\_ Sublot #: \_\_\_\_\_

Phone: \_\_\_\_\_ Email to Use for Correspondence: \_\_\_\_\_

Description of Request: \_\_\_\_\_  
\_\_\_\_\_

Proposed Finish & Colors: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Homeowner's Signature: \_\_\_\_\_

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To be completed by Ashley Oaks Board

Date Received: \_\_\_\_\_ Action: ( ) Approved ( ) Rejected

Subject to: \_\_\_\_\_

Trustees: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_