

Ausable Huron Condominium Campground Association Architectural Application Form

An architectural form must be completed for all exterior **modifications or maintenance** to recreational units, porches, rooms, sheds, landscape, addition of heat pumps, etc..

Completion of an architectural form in its entirety with all mandatory diagram information is required before the Board can review. Upon completion of the form, email it to the Board Secretary or provide it to the Park Manager. The email address for the Board Secretary can be found at AHCCOA.com. **Approval from the Board must be received prior to the start of any work.** Any and all modifications made must bring/maintain your entire unit into full compliance based on association by-laws, resolutions, state and local codes and state regulations under campground and EGLE rules.

Co-owners must mark survey stakes and make property lines visible for Board verification.

A final inspection is necessary once work is completed and is the co-owner's responsibility to notify the Board when they are ready for a final inspection. Final inspection gives approval/denial that the work was completed per the approved architectural form.

Name of Owner(s): _____ Unit # _____

Phone Number: _____ E-mail: _____

Expected Start Date: _____ Expected End Date: _____

Type of Improvement (describe in detail):

For verification of specifications see By-Laws Article VI Restrictions Section 3 (pg. 14) Examples regarding; decking, sheds, fencing, exterior attachments or modifications, etc.

Plot the unit in the diagram box or attach a diagram with the architectural form. *General maintenance such as painting a shed or replacing a deck board, etc. does not require the diagram to be completed.* All of the following must be included in the diagram:

- ☐ Specific lot dimensions for all sides
- ☐ Designate which side of the lot fronts the roadway
- ☐ Identify North with an arrow
- ☐ Include length and width of RV (include slide outs & their measurements also) using furthest points for measurements such as overhangs, bumper, lights, slide outs, bay/box windows/doors, spare tire, hitch, etc.

- ☐ Include length, width and height of deck, steps, 3 season rooms, porches, sheds, heat pumps, air conditioning units, propane tanks, etc.
- ☐ Placement of all items identifying the 4' or under 12" halo area (ex. Between RV, shed, propane tank, ect.)
- ☐ Placement of all items a minimum of 2' from all property lines
- ☐ Ensure all dimensions of Halo's and property lines are notated for each item
- ☐ Identify location and dimensions (minimum 9' x 18') of a designated parking space
- ☐ Ensure surrounding neighbors' halos are maintained based on your unit changes. This may require additional setbacks of items on the unit from neighboring property lines.



Approved architectural forms expire one year from the approval date. A new form must be submitted and approved if work isn't completed within that time.

Final Inspection Date: _____ Completion in Compliance: Yes No

Comments: _____

