

# *The Crest of Wickford Condominium*

*c/o Abaris Realty, Inc. 7811 Montrose Rd, Suite #110, Potomac, MD 20854*

## **EXTERIOR MODIFICATIONS REMINDER**

May 11, 2022

Dear Crest of Wickford Condominium Owners & Residents,

At the recent Board of Directors meeting, a discussion was held regarding unauthorized exterior modifications that have been made by some homeowners without prior approval from the Board of Directors. All owners and residents are hereby reminded that **all exterior modifications to the home and surrounding hardscape and landscape areas require obtaining prior approval from the Board of Directors prior to doing any work**. Some examples of exterior modifications include installing, replacing, repairing, and painting of exterior surfaces including but not limited to decks, roofs, windows, shutters, fences, doors, etc. This also includes hardscape or landscape modifications such as patios, walkways, trees and shrubs.

The approval process requires submitting an exterior change request form (AAC application) along with submitting a picture of the desired change, brochures, samples, or any other pertinent information that could be useful in assisting the Board in making a decision on the application. AAC applications and decisions are required to be done in writing and therefore, no verbal requests will be accepted. In the event that exterior modifications are performed without receiving prior Board approval and the modifications are not in compliance with community architectural and landscape standards, the Board will require removal or restoration of the modification at the homeowner's expense. This could be a costly and unnecessary burden that can be easily avoided by requesting and obtaining written approval for any and all exterior modifications.

The AAC application and other useful community information can be found by **visiting the community's website at <https://crestofwickford.net/crest/>**. Should you have any questions, please contact our Property Manager, Shireen Ambush, via email at [sambush@abarisrealty.com](mailto:sambush@abarisrealty.com). Thank you for your attention to this important matter and we wish you a safe and happy spring/summer season!

*The Crest of Wickford Condominium Board of Directors*