

Cortland Farms Condominium Association

3020 Hawthorne Dr.
Bay City, MI 48706

Co-Owner Funded Project Approval Form

Board approval is required prior to beginning a co-owner funded project. Depending on the nature of the project, you may be asked to submit detailed plans and/or present your project to the Board at a meeting prior to the Board taking action on your request.

Some projects may require a simple approval. Examples may include light fixtures, grab bars, mounted flagpole holders, replacement of storm door. This list is not inclusive. If more involved projects are planned such as composite decks, sunroom, landscaping etc. Please first read the Rules & Regulations as they pertain to your project. Please keep a copy of this completed form in your files.

Proposed Project information:

Co-owner(s) name _____

Address _____ Phone number _____

Project
description:

Signature _____ Date _____

Board Action

Date received: _____ Project approved ___ Project not approved ___

Board
comments
/stipulations :

Co-owner acceptance (required to move on with project)

I understand and accept the requirements/ stipulations shown above _____

Comments:

Co-owner signature _____

Board member signature _____ Date _____