

Carleton Condominium Corporation No. 157

Home Improvement Application

Premiere Property Management Associates
2049 Meadowbrook Road
Ottawa ON K1B 4W7

Name: _____ Address: _____
Home Tel: _____ Work Tel: _____
Date: _____ Unit Owner Signature: _____

Improvement: _____
Contractor: _____ Start Date: _____ End Date: _____
Details: _____

(Use additional paper if required)

For All Home Improvements:

- 1- For **ALL** Home Improvements including air conditioners, yards, fencing-in, sheds, storms doors, etc;
- 2- Unit Owner should consult Rules and Regulations prior to submitting Home Improvement application;
- 3- Unit Owner submits Home Improvement Application with detailed improvement plans for Board review;
- 4- Unit Owner must **allow reasonable approval time, should approval be required PRIOR to the commencement of work;**
- 5- Board submits decision to unit Owner after review;
- 6- Inspections may be performed during the improvement work to ensure Unit Owner's compliance with CCC 157 directions.

Central Conditioning Air Units:

- 1- must be installed professionally and according to City By-Laws;
- 2- must be installed in the backyard, on a proper concrete base, in front and away from the hydro meter;
- 3- must be installed with all piping and wiring passing through header joist (not through foundation).

CCC 157 area only

Reviewed at: _____ Date: _____ Assigned To: _____

Final Inspection:

Cost Share (if applicable)

Cost Share: YES NO Invoice Date Payment Date Cheque #