



Victorian Gate Condominiums Association

Application for Replacement Windows & Doors

Effective July 2014

All owners must complete the following application process prior to replacing any windows or doors at Victorian Gate Condominiums.

STEP 1: Owner checks the appropriate option(s) below & submits to Kimberly Wolford, Association Manager, Case Bowen Co. for processing.

___ Installation or Replacement of Storm Door using Andersen Series 4000 Full View, Dual Pane, Insulating Glass, Sandstone Color, Contemporary Nickel Hardware
(Board Pre-Approved, Requires Kimberly Wolford signature only)

___ Replacement of Entry Door – See attached spec sheet or contact Kimberly Wolford, to obtain

Please attach copy of door specifications for review

(Board Pre-Approved, Requires Kimberly Wolford signature only)

___ Replacement of Sliding Balcony Door or any Unit Windows using Pella Impervia Fiberglass Series, Sandstone Color product

Pella Contact: Carol_meyer@gunton.com or [\(614\) 890-2000 x 1335](tel:6148902000) phone

(Board Pre-Approved, Requires Kimberly Wolford signature only)

___ Other - **Please attach copy of specifications for review**

(Requires board review and approval)

STEP 2: Kimberly Wolford, Association Manager, Case Bowen Co. processes as indicated below.

___ Board Pre-Approved

___ Board Approved @ Meeting Dated:

___ Board Denied @ Meeting Dated:
Reason for Denial:

Signature: _____
Kimberly Wolford, Association Manager, Case Bowen Co.

Date: _____

STEP 3: Owner forwards this signed form to Columbus Historic Commission with the Historic Commission Review Application Packet for review & approval.

Contact: Cristin Moody, Asst Historic Preservation Officer, Planning Division
50 W Gay St, 4th Fl
Columbus Ohio, 43215
[\(614\) 645-8040](tel:6146458040) phone
[\(614\) 645-2487](tel:6146452487) fax
camoody@columbus.gov

STEP 4: Owner forwards this signed form & Historic Commission Certificate of Appropriateness to Kimberly Wolford, Association Manager, Case Bowen Co.

STEP 5: Kimberly Wolford, Association Manager, Case Bowen Co. acknowledges receipt & authorizes work to commence.

Signature: _____
Kimberly Wolford, Association Manager, Case Bowen Co.

Date: _____