

**Summer Place East Village Property Owners' Association, Inc.
Attachment A – Architectural or Landscape Modification Request Form**

Instructions: Please complete and submit this *Attachment A – Architectural or Landscape Modification Request Form* to the Summer Place East Village (SPEV) Architectural or Landscape committee. Packages can be emailed in PDF format to BoardofDirectors@SPEVPOA.com or contact us at 1-800-525-1589 to arrange a drop off. Please include (where applicable):

1. If the modification is within 1 foot of your property line, location drawing or boundary survey indicating the location of the modification and demonstrating it is on your property
2. If new materials are proposed, samples of materials

Homeowner information:

Name: _____

Address: _____

Phone: _____

Email: _____

Adjacent neighbor 1 name/address: _____

Adjacent neighbor 2 name/address: _____

Type of request: Please select the nature of the request (Committee to forward request to: **AC** = Architectural, **LC** = Landscape)

- | | |
|---|--|
| <input type="checkbox"/> Siding material (AC) | <input type="checkbox"/> Front doors style, paint, color (AC) |
| <input type="checkbox"/> Trim material including deck or porch rails (AC) | <input type="checkbox"/> Windows – adding or modifying size (AC) |
| <input type="checkbox"/> Decks and porches (AC) | <input type="checkbox"/> Driveways and sidewalks (AC) |
| <input type="checkbox"/> Patios (AC) | <input type="checkbox"/> Attics and exhaust fans (AC) |
| <input type="checkbox"/> Deck or deck awnings (AC) | <input type="checkbox"/> Clotheslines (LC) |
| <input type="checkbox"/> Garage doors style, paint, color (AC) | <input type="checkbox"/> Gardens/pavers expansion or creation (LC) |
| <input type="checkbox"/> Other – describe: _____ | |

Description of the modification and materials to be used:

Summer Place East Village Property Owners' Association, Inc.
Attachment A – Architectural or Landscape Modification Request Form

Drawing of the modification: Please provide a drawing(s) of plan for the modification and showing exactly where it is being proposed in relation to your home and property lines. Any modification to within 1 foot of your property line will require a location drawing or boundary survey. A plan prepared by a contractor or design professional can be provided instead of this drawing. For additions or modifications to the exterior of your home, or landscape modifications which require permitting, please provide architectural and construction drawings.

I (we) are responsible for:

- ensuring the modifications proposed in this application will be completed in accordance with the those approved by SPEV,
- meeting any and all code provisions or other requirements as deemed necessary by Anne Arundel County, the State of Maryland or other governmental entities,
- for completing and obtaining any required Anne Arundel County building and other permits, and
- for completing and obtaining any Anne Arundel County standard grading, vegetation management or other plans required for critical areas

Homeowner signature:

Date:

Homeowner signature:

Date:

Adjacent homeowner 1:

Name:

Address:

Phone:

Email:

Signature:

Comments:

Summer Place East Village Property Owners' Association, Inc.
Attachment A – Architectural or Landscape Modification Request Form

Adjacent homeowner 2:

Name: _____
Address: _____
Phone: _____
Email: _____
Signature: _____
Comments: _____

SPEV approval: This section will be completed by SPEV.

Comments	
<input type="checkbox"/> Approved	_____
<input type="checkbox"/> Conditional approval	_____
<input type="checkbox"/> Denied	_____

Date received by SPEV: _____
Date approved by SPEV: _____
Name of approver/director: _____
Signature of approver: _____