

Appendix A - ARCHITECTURAL IMPROVEMENT APPLICATION FORM Silcott Meadow Homeowners Association (SMHOA)

SEND TO: Coventry Group Management / Office Manager
P.O. Box 2580
Winchester, VA 22604

Email:

To: admin@coventrygrp.com
cc: ACC Chairman

Name of Homeowner:			Date:
Address:			Lot No.:
Telephone:	(H)	(M)	Fax:
Email:			

Description of proposed Project (attach full description and supporting information):

All applications must be accompanied by the following:

- ✓ Architectural plans, drawings and/or photographs of the proposed project. Drawings MUST show elevations, dimensions, relationship to existing structures, exterior finishes, roofing type, landscaping, railings, footings, color samples, if applicable, and manufacturer's brochure, if available.
- ✓ Copy of the property plat showing size, shape and location of improvement to residence and to adjoining properties (including specific dimensions of improvement and distances to adjoining properties). Grading plan must be included if required by Loudoun County.

I understand and agree to the following:

- The proposed modification may require a Loudoun County building permit or may be subject to other governmental regulations. I agree to obtain all required city/county approvals. Miss Utility must be contacted prior to the commencement of any construction. Note that private utilities such as well/water and gas is the responsibility of the homeowner. Approval of this application satisfies only the requirements of the SMHOA and not any obligations to the County or others as may be required.
- I assume full responsibility for all landscaping, grading and/or drainage issues relating to the improvements, including replacing applicable bonds or escrows posted by the Developer and/or Builder, that are currently in place and which affect the lot. All work associated with the project will be completed within the property lines. I also assume responsibility for any damage to adjoining property

(including common area) or injury to third persons associated with the improvement.

- No work on this proposal will commence until I receive the written approval of the SMHOA ACC. To do so is a violation of the Bylaws and Declaration of Covenants, Conditions and Restrictions of the SMHOA and may result in my being required to remove an unapproved modification and restore my property to its original condition at my own expense if this application is disapproved. I also understand I may be held responsible for any legal fees incurred on behalf of the SMHOA in enforcing this provision.
- An approval is contingent upon the construction being completed in a timely and a professional and workmanlike manner as per the specifications submitted with this application.
- The SMHOA ACC has 45 days after application submission to approve or disapprove. As stated in the SMHOA Declaration of Covenants, Conditions and Restrictions, Article IV, if the committee fails to provide approval or disapproval and there is no suit to enjoin, approval will not be required and covenant 3 requiring application and approval is deemed to be fully complied with.
- There are architectural requirements addressed in the Declaration of Covenants, Conditions and Restrictions, including a review process as established by the Board of Directors.
- Should an approval be granted by the SMHOA ACC, I understand that the approval will automatically expire should the proposed project not be commenced within 180 days of the approval date or completed within one year of the approval date.
- Any deviation or variation from the original application must be submitted as an addendum, prior to commencement, for review and approval of the SMHOA ACC.

Homeowner's Signature:

Date:
