

Request # _____

**ALLENS CREEK VALLEY
HOME OWNERS ASSOCIATION**

REQUEST FOR MODIFICATION TO BUILDINGS OR GROUNDS

Use this form to request authorization to add to or modify the exterior of any dwelling unit, or any part of the common property owned by the Allens Creek Valley Home Owners Association.

Projects approved under this request are to be constructed and maintained at home owner expense.

Home owner's signature below confirms acceptance of the conditions and guidelines on the reserve side of this form. (Please press firmly when completing form.)

DESCRIPTION OF REQUEST: (Attach specifications, drawings, sketches or catalog material, as appropriate.)

Requested By: _____

Date: _____

Address: _____

Phone: _____

Signature: _____

Architectural Review: _____

Date: _____

Approved: _____

Approved w/ changes: _____

Rejected _____

ACV Board of Directors: _____

Date: _____

Approved: _____

Approved w/ changes: _____

Rejected _____

**SEE REVERSE FOR ADDITIONAL STIPULATIONS & GUIDELINES
RETURN TO SERVICE BLDG., 61B WATER VIEW CIRCLE**

ALLENS CREEK VALLEY HOME OWNERS ASSOCIATION

The stipulation and guidelines described below apply to the “Request for Modification” described on the reverse side of this form.

STIPULATIONS

1. The home owner assumes all costs of design and construction, and the continuing costs of maintenance as scheduled by, and/or acceptable to the Association.
2. In the event maintenance is not continued in a manner acceptable to the Association, the home owner will be obligated for any costs incurred by the Association to continue maintenance, or to restore the property to its original condition.
3. If the request includes plantings of any kind, they are to conform to the Planting Guidelines below.
4. In the event of transfer of ownership of the property, home owner will:
 - a. Pay any costs required to restore the property in a manner, and to a condition, acceptable to the Association, OR
 - b. Assume responsibility for notifying the new owner of his/her obligation to comply with the Stipulations and Guidelines applicable to the modification.

PLANTING GUIDELINES

1. Cultivated area must not extend more than four feet from a deck, patio, courtyard fence, or side of an end unit.
2. Plantings are to mainly shrubbery, ground cover, and perennials or annuals. Flowering shrubbery is highly recommended.
3. Shrubbery is to be kept pruned to a height not exceeding four feet.
4. Trees, when permitted, must be approved specifically for size, location and variety.
5. Plantings requiring trellises or attachment to walls, fences or privacy screens will be approved only if removable or will not adversely affect or impede building maintenance.
6. When topography permits, installed edging is to be flush with the ground to facilitate grass cutting.
7. Whit stone, marble chips or multicolored stones are not permitted, except within courtyards.
8. Home owner is responsible for weeding, cultivation and maintenance.
9. Mulch, where used, must be of a kind approved by the Landscape Committee.
10. Small gardens in the common area along the outer edges of the walkway from the courtyard gate to the driveway may be allowed.
 - a. Planting may extend no more than two feet from the outer edges of the walk to the driveway and may not exceed a height of approximately two feet.
 - b. Edging may be added along the outer edge of the planted area but must be parallel to the edge of the walk, and be at ground level to facilitate mowing.