

**ALLENS CREEK VALLEY
HOMEOWNERS ASSOCIATION**

REQUEST FOR MODIFICATION/VARIANCE 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 Homeowners Association.

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

Homeowner's signature below confirms acceptance of the conditions and guidelines on the reserve side of this form.

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

Requested By: _____ Date: _____

Address: _____ Phone: _____

Signature: _____ Email: _____

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
HOMEOWNERS ASSOCIATION***

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

STIPULATIONS

1. The homeowner 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 homeowner 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 confirm to the Planting Guidelines below.
4. If a modification obstructs maintenance of the building, the homeowner will be responsible to remove the obstruction before building maintenance can be conducted.
5. In the event of transfer of ownership of the property, homeowner 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

(Refer to Sections 13 and 14 of ACV Handbook for full list of guidelines)

1. The areas that will be considered for a variance must not extend more than four feet from a deck, patio, courtyard fence, or side of an end unit and two feet from the outer edge of the sidewalk to your driveway.
2. Plantings are to be mainly shrubbery, ground cover, and perennials or annuals. Flowering shrubbery is highly recommended.
3. Plantings must be routinely trimmed by owners for the sake of appearance and so as not to present obstacles for painting the siding and fencing or mowing the lawns.
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. Edging materials outside the courtyard require approval.
7. Small stones and marble chips are not permitted, except within courtyards.
8. Homeowner is responsible for weeding, cultivation and maintenance.
9. Mulch outside the courtyard must be consistent in color with that used by the Association in common areas.
10. In order to prevent wood rot, mulch must not be placed against siding or fences.
11. Homeowners are encouraged to plant noninvasive, indigenous plantings that will harmonize with and enhance the natural, low profile, woodland appearance of our development.
12. Artificial plants/flowers are not permitted to be displayed except within the courtyard