



Oak Creek Architectural Review Request Form

FOR OFFICE USE ONLY

Date Received	Date Sent to ARC	Date Received by ARC
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Oak Creek Architectural Change Review Form

PO Box 1036 Eldersburg, MD 21784

Eldersburgoakcreek@gmail.com

Name: _____

Phone: (home)

Address: _____

Phone: (work)

My request involves the following type of improvements:

<input type="checkbox"/> Shed <input type="checkbox"/> Deck <input type="checkbox"/> Patio Cover <input type="checkbox"/> Room Addition <input type="checkbox"/> Gazebos	Be sure to provide: <ul style="list-style-type: none">• Sufficient detail to describe construction including all dimensions (drawings/photos).• Building material description/sample.• Shingles and trim color/materials to match house.• Maintain proper drainage.• Obtain pertinent city building permits.
<input type="checkbox"/> Patio Slab <input type="checkbox"/> Driveway <input type="checkbox"/> Walk Addition	Be sure to provide: <ul style="list-style-type: none">• Sufficient detail to describe project (drawings/photos).• Description (and sample, if not standard concrete) of materials to be used.• Maintain proper drainage.• Obtain pertinent city building permits.



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___ Fencing	<p>Be sure to provide:</p> <p><input type="checkbox"/> Sufficient detail to describe construction (drawings/photos). <input type="checkbox"/> Building material description/sample</p> <p>*Note: No fence shall exceed 6 feet in height from the finished grade. If the new fence meets a fence of a different height, the fence must transition within an 8 foot distance.</p>
___ Other	<p>Be sure to provide sufficient detail to describe the project including (drawings/photos).</p>

Describe improvements (attach additional documentation as needed):

Planned completion date: _____



Note: Approval valid for 90 days from date of approval.

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I have read the entire 4 page Oak Creek Architectural Review Request Form and understand that I must receive approval of the Association in order to proceed. I agree to submit all 4 pages of this Architectural Review Request Form.

I agree that all modifications will be done in a professional manner. I will notify the Oak Creek HOA when the project is complete and ready for inspection.

I agree to be held 100% responsible for all work explicitly listed on this Architectural Review Request Form including any other work performed as part of this request including any and all alterations, modifications or additions/removals not listed on this Architectural Review Request Form. I further agree to be 100% responsible for any work related to this request including any and all alterations, modifications or additions/removals which was not listed on this Architectural Review Request Form which was performed by myself or others with or without my prior knowledge or approval.

I agree to immediately remove or correct any alterations, modifications or additions/removals not explicitly listed on this Architectural Review Request regardless of who performed the work with or without my prior knowledge or approval.

I will be responsible for complying with, and will comply with, all applicable federal, state, and local city laws, codes, regulations, and requirements in connection with this work, and will obtain any necessary governmental permits and approvals for the work. I understand and agree that the Oak Creek HOA, its Board of Directors, its agent(s), and the Architectural Review Committee have no responsibility with respect to such compliance and that the Board of Director's or its designated Committee's approval of this request shall not be understood as the making of any representation or warranty that the plans, specifications, or work complies with any existing or new law, code, regulation, or governmental requirement.

I agree, as a condition of approval of this application, to indemnify and hold harmless the Oak Creek HOA, its Board of Directors, its agent(s), and the Architectural Review Committee and its representatives from all claims, losses, liabilities, and costs which may be caused by or related to any architectural modification done by homeowner.

I agree to complete improvements promptly after receiving approval and will comply with all said instruction and requirements.

I agree to immediately remove ALL contractor/business advertising signs associated with this request as soon as the project has been completed.

I have read and agree to comply with the ENTIRE 4 page Architectural Review Request Form and Procedure. Failure to submit the complete 4 page Architectural Review Request Form will result in an immediate denial.

Date: _____

Homeowner's Signature:



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Committee Action

***All 4 pages of the Oak Creek Architectural Review Request Form MUST be submitted.**

	Approved as submitted.		Approved subject to the following requirements:		Disapproved for the following reasons:

Completion required by:

All Architectural Review Request Forms must be signed by two (2) Committee Members

Committee Member Signature #1 _____ Date:

Committee Member Signature #2 _____ Date:



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APPEAL

Appealed on: _____

Reason for appeal:

Approved by: _____ Board

Member Disapproved by: _____ Board

Member

