

# Eagle's View Architectural Review Form

Please submit form to:  
Eagle's View HOA  
Architectural Review Committee  
PO Box 665, Smyrna, DE 19977

<b>Submittal Date:</b> _____	<b>Homeowner Name:</b> _____
<b>Phone Number:</b> _____	<b>Email:</b> <i>(Optional)</i> _____
<b>Homeowner Signature:</b> _____	<b>Date:</b> _____
<b>Address of Proposed Improvements:</b> _____	_____, Smyrna, DE 19977
<b>Owner Address:</b> <i>(Leave blank if same as above)</i> _____	_____

**Check one or more of the following as applicable:** *(You may apply for more than one change per form.)*

<input type="checkbox"/> Initial Submission	<input type="checkbox"/> Landscape Plans (includes decks & patios)
<input type="checkbox"/> Request for Approval of Previous Improvements	<input type="checkbox"/> Concrete Work
<input type="checkbox"/> Previously Submitted – Appeal of Non-Approval	<input type="checkbox"/> Fencing
<input type="checkbox"/> Request for 90 Day Extension	<input type="checkbox"/> Outbuildings
<input type="checkbox"/> Other: _____	

**Description of Improvements:** *(Use additional pages if necessary. See instructions for additional required supporting documentation.)*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Action Taken By The Eagle's View Home Owner's Association:** *(EV HOA Use Only)*

Application #: \_\_\_\_\_ Application Date: \_\_\_\_\_

<input type="checkbox"/>	<b>Approved As Submitted</b> – The application and accompanying documentation is approved as submitted.
<input type="checkbox"/>	<b>Not Approved</b> – The application and accompanying documentation is not approved and no work may commence. Homeowner must resubmit with additional information and/or changes made.
<input type="checkbox"/>	<b>Approved With Restrictions</b> – See comments below.
<input type="checkbox"/>	<b>Deferred, Additional Information Requested</b> – See comments below.
<input type="checkbox"/>	<b>Signature Form</b> is required for this request.

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Approval by the Eagle's View Architectural Review Committee does not relieve any homeowner from compliance with local building codes and regulations. Approvals subject to ten (10) day appeal period. Construction by the applicant during this appeal period is at the applicant's own risk.

**Instructions:**

In addition to the Eagle's View Architectural Review Form, you will need to submit copies of the following documents that will go on file with the Eagle's View Architectural Review Committee (EV ARC):

1. Full detail of purpose and/or reason for improvement.
2. Legal Site (plat) plan with location of improvement drawn to scale. Note distance from property lines. Show relationship of improvement to neighboring homes and/or open areas.
3. Drawings and/or illustrations showing design of proposed improvement.
4. Scale drawing or architectural plans showing exact dimensions of improvement.
5. Type of wood or other material to be used.
6. Color (natural, stain, or paint - if paint, include color chips)
7. Grading plan if changes in grade or other conditions affecting drainage are anticipated, i.e. concrete patios, brick patios. (Generally, approval will be denied if adjoining properties are adversely affected by changes in drainage.)
8. Landscaping plan.

**Notes:**

1. I/we understand that construction of certain major projects require that I/we obtain a building permit from the town of Smyrna. Applications to and approval of a project by the EV ARC does not affect or alter that requirement.
2. I/we understand that an aggrieved party has ten (10) days from the date the EV ARC decision on an application to file an appeal with the EV ARC in writing. Construction by the applicant during this appeal period is at the applicant's own risk.
3. I/we understand that if I/we disagree with a ruling, that I/we have ten (10) days from the EV ARC's decision on an application to file an appeal in writing. I/we further understand that an appeal ruling by the HOA shall be final and shall supersede all former EV ARC rulings on any application.
4. I/we understand that any construction activity undertaken prior to EV ARC approval is not allowed and that if alterations are made, I/we may be required to return the property to its former condition at my/our own expense if this application is disapproved wholly or in part, and that I/we may be required to pay all legal expenses incurred.
5. I/we understand that members of the EV HOA are permitted to enter my/our property to make reasonable inspection of proposed construction locations with at least 48 hours notice or other mutually agreed upon time.
6. It is understood that I/we am/are aware of the review/approval process of the Eagle's View Architectural Guidelines (Article 11) within the Declaration of Restrictions.
7. The alteration authority granted by this application will be revoked automatically if the alteration requested has not commenced within six months of the approval date of this application and/or has not been substantially completed within twelve months.
8. I/we understand that any approval is contingent upon construction or alteration being completed with reasonable workmanship and care, with minimal disturbance to neighboring areas.
9. If your request requires prior acknowledgement from your neighbors, the HOA will provide the signature form.