

Addendum A:

**Deerlake Village Community Association
Request to Modify - Landscaping / Exterior of Home / Other**

Owner: _____ Telephone: _____ Date: _____

Address: _____ Email: _____ Lot #: _____

Landscape Review Committee (LRC) (i.e. not touching the home)	Architectural Review Committee (ARC) (i.e. exterior of home)
Projects requiring LRC Approval: Check all that apply	Projects requiring ARC Approval: Check all that apply
<input type="checkbox"/> Modify landscaping of existing home	<input type="checkbox"/> Add/modify exterior lighting attached to home
<input type="checkbox"/> Remove trees/shrubs along common sidewalk	<input type="checkbox"/> New construction *
<input type="checkbox"/> Disturb >1/4 acre (Erosion Control Plan required)	<input type="checkbox"/> Modify existing dwelling or accessory building*
<input type="checkbox"/> Install a culvert	<input type="checkbox"/> Construct/modify deck*
<input type="checkbox"/> Install / remove a fence (only on Meadows lots)	<input type="checkbox"/> Install Hot Tub or Spa*
<input type="checkbox"/> Install pet enclosure (only on Mountain lots)	<input type="checkbox"/> Screen or enclose porch/deck*
<input type="checkbox"/> Change grade affecting drainage	<input type="checkbox"/> Add a room *
<input type="checkbox"/> Change materials or re-configure driveway	<input type="checkbox"/> Add/Enlarge garage*
<input type="checkbox"/> Install free-standing flag pole	<input type="checkbox"/> Change exterior color*
<input type="checkbox"/> Expand/Construct Patio	<input type="checkbox"/> Add trim
<input type="checkbox"/> Add/modify exterior lighting	<input type="checkbox"/> Add shutters
<input type="checkbox"/> Tree Pruning:	<input type="checkbox"/> Erosion Control Plan (Required)
<input type="checkbox"/> Tree Removal - Check box in front of reason(s):	<input type="checkbox"/> Other: _____
<input type="checkbox"/> <input type="checkbox"/> Diseased / damaged / dying tree	
<input type="checkbox"/> <input type="checkbox"/> Dead tree <input type="checkbox"/> Too close to house	
<input type="checkbox"/> <input type="checkbox"/> Other _____	
<input type="checkbox"/> Install landscape structure - Check box for type:	*Attach drawings, photos, documentation. Include measurements from property lines. For any exterior painting projects, supply color samples.
<input type="checkbox"/> <input type="checkbox"/> Stone wall <input type="checkbox"/> Retaining wall <input type="checkbox"/> Arbor <input type="checkbox"/> Trellis	<input type="checkbox"/> Erosion Control Plan is required for projects disturbing more than 1/4 acre (10,890 sq ft)
<input type="checkbox"/> <input type="checkbox"/> Railing <input type="checkbox"/> Steps <input type="checkbox"/> Walkway <input type="checkbox"/> Gazebo	<input type="checkbox"/> Owner is responsible for obtaining all required City and/or County permits and inspections.
<input type="checkbox"/> <input type="checkbox"/> Other _____	

- Please note: Any landscape modification project must be completed within one year of the LRC approval date. If additional time is needed, the owner may reapply for a new permit.
- Attach appropriate sketches, photos, and/or descriptions including Erosion Control Plans, where applicable.
- The *Request to Modify* must meet all requirements set forth in DVCA Covenants and Rules / Regulations as currently written. The Committee may visit your lot or meet with you to understand your request. The Committee may also visit your lot to check on progress and conformance to Rules / Regulations.
- NOTICE: Post-approval changes must be re-submitted for approval. Owner is subject to fines if deviations from approved plans are not corrected, or for work done without approval.

Dates: Estimated Start: _____ Estimated Completion: _____

I know where my property lines are and am certain this project is within those boundaries.

Signature of Owner: _____ Date: _____

Dates: Received by Committee: _____ Reviewed by Committee: _____ Visited: _____

Returned to Owner for re-design: _____ Re-design received by Committee: _____

Request Approved: _____ Request Denied: _____ Owner Notified: _____

Signature of ARC or LRC designee: _____ Date: _____

Please submit this form to the LRC or ARC chairperson or place it in the red folder in the armoire inside the Clubhouse front door