

MAGNOLIA PARK
APPLICATION FOR EXTERIOR
ALTERATIONS

Directions:

1. Fill in requested information
2. Sign and Date Form
3. Email completed form to:
 Helen Castellanos, UPA Association Manager, at helenc@unitedproperty.org

NAME: _____

PROPERTY ADDRESS: _____

PHONE: _____

CONTRACTOR NAME/PHONE (If applicable): _____

DATE OF ANTICIPATED CONSTRUCTION START & FINISH: _____

Brief Description: In the space below or on an attached page, give a description of the alteration, improvement, addition or other change you would like to make to the exterior of your home (to avoid delays, be as clear and detailed as possible). Please include such detail as the dimension, materials, color design, location and any other pertinent data.

Please indicate in the space provided the date each of the following items was submitted:

- _____ Plans and specifications, including types of materials to be used
- _____ Construction schedule
- _____ Physical survey showing the exact location of the alteration or addition in relation to the existing structure(s) (also known as a Site Plan).
- _____ Elevation plan of excavation or change in grading
- _____ Photograph(s)
- _____ Illustration of any new replacement components such as windows, doors, etc
- _____ Description of and changes in exterior lighting
- _____ Description of plantings or landscape to be removed, added, or altered
- _____ Other (please give brief description) _____

Are you a member in good standing of the Magnolia Park Association?

YES _____

NO _____

HOMEOWNER AFFIDAVIT

- To comply with all state and local building codes;
- For any encroachment(s);
- To comply with Magnolia Park HOA conditions of acceptance (if any);
- To complete the project according to the approved plans. If the modification is not completed as approved, said approval can be revoked and modification shall be removed by the owner at owner's expense;
- Applicant further acknowledges that drainage swales have been designed and established between homes (side yards) to carry storm water off the lot and to maintain positive drainage away from the home. The Association shall not be responsible for any effect proposed landscaping installation may have on this drainage. The applicant shall be responsible.
- For all losses caused to others, including in the common areas, as a result of this undertaking, whether caused by me or others.

I understand that I shall wait for receipt of written approval of this application before beginning the foregoing alteration(s), and that approval of such alteration(s) by the Architectural Review Board/Board of Directors does not release us of our obligations to ensure that such alteration(s) is in compliance with the applicable Building and Zoning ordinances for York County, and the guidelines and restrictions established by the Magnolia Park Association. I also understand that the HOA does not review and assumes no responsibility for the structural adequacy, capacity or safety features of the proposed construction, alteration or addition; for soil erosion of uncompactible or unstable soil conditions, for mechanical, electrical or other technical design requirements for the proposed construction, alteration or addition; or for the performance, workmanship or quality of work of any contractor or of the completed alteration or description.

I agree to abide by the decision of the Architectural Review Board and/or the Association Board of Directors. If the modification(s) is not approved or does not comply I may be subject to court action by the Association. In such an event, I shall be responsible for all reasonable attorney fees.

DATE OF REQUEST

SIGNATURE OF HOMEOWNER(S)

ARCHITECTURAL REVIEW COMMITTEE / BOARD OF DIRECTORS

_____ Approved as submitted

_____ Approved with attached stipulations

_____ Denied*

By:

Print Name/Title

Signature

Date

Print Name/Title

Signature

Date

Print Name/Title

Signature

Date

Print Name/Title

Signature

Date

Print Name/Title

Signature

Date

***COMMENTS**