



Design Review Request Form

Maple Hill Community Association, Inc.

Submission of Plans to

Design Review Committee/ Board of Directors

Name _____
 Address _____
 City _____ State ____ Zip _____
 Phone (s) H _____ W _____
 Date Submitted _____
 Date Received _____

Mail to:

Maple Hill Community Association
 P.O. Box 295
 Schwenksville, PA 19473

In accordance with the Maple Hill Community Association's Covenants, By-laws, Rules and Regulations, and Architectural Control Guidelines, I request your consent to make the following changes, alterations, renovations, additions and/or removals to my unit:

(Please include a picture or drawing of your plan(s) with dimensions and color samples if applicable.)

If utilizing a licensed contractor, you must submit with this application a copy of their certificate of insurance.
 Is this an amendment to a previous request? ___ if yes, approximate date of previous request? _____

I understand that under the Declaration and the rules and regulations, the Committee/ Board will act on this request and provide me with a written response of their decision. I further understand and agree to the following provisions:

1. No work or commitment of work will be made by me until I have received written approval from the Association.
2. All work will be done at my expense and all future upkeep will remain my expense.
3. All work will be done expeditiously once commenced and will be done in a good workman-like manner by a contractor or myself.
4. All work will be performed at a time and in a manner to minimize interference and inconvenience to other unit Owners.
5. I assume all liability and will be responsible for all damage and/or injury, which may result from performance of this work.
6. I will be responsible for the conduct of all persons, agents, contractors, and employees who are connected with this work.
7. I will be responsible for complying with and will comply with, all applicable federal, state, and local laws, codes, regulations and requirements in connection with this work, and I will obtain any necessary governmental permits and approvals for the work. I understand and agree that the Maple Hill Community Association, its Board of Directors, employees and the Committee has no responsibility with respect to such compliance. That the Board of Directors' 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 comply with any law, code, regulation or governmental requirements. I understand that I may be required to submit a copy of the permit to the Association once obtained from the township.
8. I understand that a decision by the Committee is not final and the Board of Directors may reverse or modify a decision by the Committee upon the written application of any Owner made to the Board of Directors within ten (10) days after the Committee makes its decision.
9. The contractor is _____ and I have included a copy of the contractor's certificate of insurance. (Not applicable if construction is done by yourself.)
10. If approved the work would start on or about _____ and would be completed by _____.

 Owner's Signature Date

 Board/ Committee Approval Date