



# Architectural Review Reminder



Architectural Control for the High Point Homeowners Association is defined in Article VI, Section 2 (Amended June, 1986) of the High Point Homeowners Association Covenants and Restrictions, titled Architectural Control. "No building, fence wall, or other structure shall be commenced, erected or maintained upon the Properties except by the Developer, or its authorized builder, building company, or other person, firm or entity. No exterior addition to or change or alteration to the Properties shall be made until the plans and specification showing the nature, kind, shape, heights, materials and location of the same have been submitted to and approved in writing as to harmony or external design and relocation in relation to surrounding structures and topography by the Board of Trustees of the Association, or by an architectural committee composed of three or more representatives appointed by the Board (until December 31, 1999, the architectural committee shall consist of three (3) members, two (2) of whom shall be appointed by the Developer and the other being appointed by all Owners other than Developer). In the event said Board or its designated committee fails to approve or disapprove such design and location within thirty (30) days after said plans and specifications have been submitted to it, or in any event, if no suit to enjoin the addition, alteration or change has been commenced prior to the completion thereof, approval will not be required and this Article will be deemed to have been fully complied with."

These protective covenants maintain amenities and protect property values within the association. Keeping this in mind, homeowners are required to follow these simple steps when performing repairs, making renovations or adding to their homes. (This includes additions, alterations, decks, patios or any other work that requires a building permit from the City of Strongsville Building Department.)

Step 1 – Complete this application and deliver to the High Point trustees. Copies of plans, drawings, sketches or blue prints must be submitted with this application form. (These will be returned to you.) A response from the trustees will be returned to the homeowner within a few days.

Step 2 – File for a Building Permit with the City of Strongsville and inform the City that you have already made application with the High Point Homeowner Association.

Step 3 – Association will return your plans indicating action of approval or rejection. Association will respond with same information when contacted by the City of Strongsville.

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## *Application for Review of Construction, Addition, Renovation Plans*

Send to: High Point Homeowner Assoc., P.O. Box 361065, Strongsville, Ohio 44136

Resident Name (please print) \_\_\_\_\_ Date \_\_\_\_\_

Property Address \_\_\_\_\_ Sublot # \_\_\_\_\_

Home Phone (     ) \_\_\_\_\_ Day Phone (     ) \_\_\_\_\_

Description of work to be performed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Proposed finish & colors: \_\_\_\_\_

\_\_\_\_\_

Include plans, drawings, sketches or blue prints with details and specifications of proposed work.

Homeowner signature \_\_\_\_\_

DO NOT WRITE BELOW THIS LINE -----

Date Received \_\_\_\_\_ Decision Date \_\_\_\_\_ ACTION: Approve [ ] Reject [ ] Qualify [ ]

Trustees: \_\_\_\_\_ by \_\_\_\_\_