

**Village Use Only**

Application No. \_\_\_\_\_  
Date Rec. \_\_\_\_\_  
Date of RAC \_\_\_\_\_  
Recommendation \_\_\_\_\_  
Date of RHAC \_\_\_\_\_  
Recommendation \_\_\_\_\_  
Sec \_\_\_\_ Area \_\_\_\_ Lot \_\_\_\_\_

**When Completed Submit to:**

Covenant Advisor  
River Hill Community Association, Inc.  
6020 Daybreak Circle  
Clarksville, Maryland 21029  
(410) 531-1749 or 1769  
(410) 531-1259 (Fax)

**VILLAGE OF RIVER HILL  
EXTERIOR ALTERATION APPLICATION**

Property Owner(s) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

**Type of Home:** Single Family \_\_\_\_ \*Townhouse \_\_\_\_ Condo \_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Email (optional) \_\_\_\_\_

All exterior alterations must be installed solely on the applicant's property. If it is determined that any portion of a structure is placed on CA property, applicant disclaims for himself/herself and his/her successors any interest in CA's property, agrees to indemnify CA against any costs it incurs to protect its property rights, and agrees to remove the structure from CA's property.

**Property Owner Signature:** \_\_\_\_\_

**APPLICATION REQUIREMENTS – COMPLETE THIS CHECKLIST AND ATTACH THESE ITEMS:**

- \_\_\_\_\_ Surveyor's plat plan, showing proposed changes
- \_\_\_\_\_ Scale drawing of proposed alteration/addition, including elevation of all views
- \_\_\_\_\_ Description of materials to be used, including size, colors, and types of finish
- \_\_\_\_\_ Worksheet for basketball, deck, fence, play equipment alterations
- \_\_\_\_\_ Landscape and/or lighting design, if applicable
- \_\_\_\_\_ **\*Townhouse or condominium community association action required -top of next page**

*Describe, in detail, the proposed alteration or addition(s) below. Use additional paper if necessary.*

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**Obtain acknowledgement signatures of four adjacent and/or affected neighbors. If acknowledgement signatures are not provided a written explanation must accompany this application.**

Signature _____	Address _____	Zip _____
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Signature _____	Address _____	Zip _____
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Signature _____	Address _____	Zip _____
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Signature _____	Address _____	Zip _____
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**Note: Acknowledgement signatures demonstrate that neighbors are aware of this proposed alteration and do not imply Approval or Disapproval.**

**TOWNHOUSE/CONDOMINIUM COMMUNITY ASSOCIATION ACTION:**

This section must be completed PRIOR to submission to the River Hill Resident Architectural Committee.

- (      ) Approved as submitted.
- (      ) Approved subject to conditions (see below).
- (      ) Disapproved (reasons stated below).

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name of Community Association: \_\_\_\_\_

Architectural Committee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Telephone: \_\_\_\_\_

Day \_\_\_\_\_ Evening \_\_\_\_\_

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**RECOMMENDED RESIDENT ARCHITECTURAL COMMITTEE (RAC) ACTION:**

- (      ) Recommended for approval as submitted.
- (      ) Recommended for approval subject to conditions (see below).
- (      ) Recommended for disapproval (reasons stated below).

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_ Name of RAC Member: \_\_\_\_\_

Signature of RAC Member: \_\_\_\_\_

**FINAL RIVER HILL ARCHITECTURAL COMMITTEE (RHAC) ACTION:**

- (      ) Approved as submitted.
- (      ) Approved subject to conditions (see below).
- (      ) Disapproved (reasons stated below).

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\_\_\_\_\_

Date: \_\_\_\_\_ Name of RHAC Member: \_\_\_\_\_

Signature of AC Member: \_\_\_\_\_