VILLAGE OF RIVER HILL
IN-HOME PROFESSION OR BUSINESS APPLICATION

Log # _____ Date Received _____

Name: _____ Lot #: _____

Address: _____

Phone: _____ _____ Email: _____

(Day) (Evening)

NEIGHBORHOOD: ( ) Pheasant Ridge ( ) Pointers Run

DWELLING UNIT: ( ) Single Family ( ) Townhouse ( ) Condominium

1. In accordance with the Declaration of Easements and Restrictions (the Village Covenants) referred to in the deed covering the property described below, I/We hereby apply for specific written approval of the River Hill Architectural Committee to conduct a profession or home industry in or on a part of a lot or in an improvement upon the property as described herein and as described in Article XI, Section 11.02 of the Village Covenants.

2. River Hill architectural committee approval of this application may not be the only approval required. It may be necessary to obtain approval from Howard County, and or State of Maryland. Such agencies may have more restrictive and or different criteria or covenants. Therefore, it is the applicant's responsibility to ensure compliance with all restrictions.

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 Association: _____ Title/Position: _____

Name: _____ Signature: _____

Date: _____ Phone: (Day) _____ (Evening)_____

3. Nothing herein contained shall be construed as a waiver or modification of the restrictive Covenants or any provisions of State or Howard County ordinances or regulations.

4. A separate application must be made for each profession or home industry.

5. The profession or home industry will not be conducted until specific written approval of the River Hill Architectural Committee is given.

6. Approval is not transferable to a new owner or a new location.

7. Approved applications are valid for one year. You must re-apply before the expiration date on your previous application.

8. Any variance from the approved application will be considered a violation.

9. Processing of this application will normally take 30 days, although the Village Covenants allow up to 60 days for review. The Resident Architectural Committee will review this application initially.

10. If you disagree with the final AC decision, you have ten (10) days to file a written appeal request to: Architectural Committee c/o River Hill Community Association, 6020 Daybreak Circle, Clarksville, Maryland 21029

I/We, the applicant(s), have read and understand all of the above provisions. (If renting, Owner(s) signatures also required.)

Owner's Signature (S): _____ Date: _____

Tenant's Signature (S): _____ Date: _____

ACKNOWLEDGEMENT OF AFFECTED AND/OR ADJACENT PROPERTY OWNERS:

NOTE: This acknowledgement indicates an awareness of the Applicant's intent and does not constitute approval or disapproval by the signatories. Affected property owners should complete the following:

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

If you have any questions concerning this application, please call the River Hill Covenant Advisor at (410) 531-1749. Resident input may be given at RAC Meetings. Individuals affected by this application are encouraged to contact the Village Office or attend the appropriate RAC meeting if they have comments regarding this proposal. Agendas are posted at Claret Hall and www.columbiavillages.org/riverhill

LOG# _____

1. Purpose and description of profession or in-home business: _____

_____

_____

2. Number and type of vehicles to be used in the business (e.g. car, van, pick-up, panel truck, trailer, - include length; also height and gross weight of all trucks): _____

_____

3. Will there be signage on the vehicles? Describe design, size, and location; or attach photo/illustration. _____

_____

4. Describe your parking requirements and how you propose to meet these requirements. Describe number of parking spaces owned/allocated. Attach plat plan. _____

_____

_____

5. Do you expect to erect a sign to be used in connection with your business? (An Exterior Alteration Application is required.)_____

6. Describe business related material and/or supplies to be stored on the property. Describe where they will be stored. _____

_____

7. Describe the nature and frequency of deliveries, to and from, the residence. _____

_____

_____

8. Specify the average and maximum number of people (e.g. employees, clients, co-workers, visitors) that will be expected at any one time. _____

_____

9. Specify days and hours of normal operation. Will there be times of additional hours or large meetings? _____

_____

10. How much (approximate square footage) and what parts of residence and/or lot will be devoted to this in-home business?

_____

11. Describe any impact on neighbors (e.g. traffic, hazards, late night/weekend activity, odors, noises, trash, annoyances) likely to arise from the operation of this business. _____

_____

Date requested for beginning of in-home business _____

---------- OFFICIAL USE ONLY ----------

Resident Architectural Committee

Recommended Action: _____

Date: _____

Remarks: _____

_____

_____

_____

_____

_____

Signature: _____

River Hill Architectural Committee

Action: _____

Date: _____

Remarks: _____

_____

_____

_____

_____

_____

Signature: _____

EXPIRATION DATE: _____