# St. James Place Home Owners Association

# PO Box 728

# Uniontown, OH 44685

# <http://www.stjamesplacehoa.com>

**MAJOR ARCHITECTURAL REQUEST**

**(Any permanent structure, gazebo, screen room, patio, deck, garages, room additions,**

**pool, roof shingle replacement, exterior home modifications etc.)**

**Name \_\_ Contact Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address Lot # \_**

**Signature E-Mail Address \_**

This form must be filled out in its entirety with the requested information before submission to the St. James Place HOA for review by the Architectural Review Board. **Your request cannot be processed or reviewed until all required information has been received. All information should be no larger than 8 ½ by 11.**

By submitting this Request, the Homeowner acknowledges the need for and consents to entry upon their property to assess, review and consider their request for approval and the resulting construction and/or changes to their property by representatives of the St. James Place Owner’s Association or it agents.

 **1**. Give an accurate and **detailed description** of the work proposed. Include pictures, architectural drawings, materials, colors, preservation techniques, structural details, similarities to existing structures, and anything that will describe what the final work will look like.

**2**. Attach as many **elevations** (front and side views) of the proposed work as is necessary, including measurements, to accurately describe it.

This is **required** for **MAJOR PROJECTS** including all outside construction such as room additions, roof replacements, structural changes/modifications to existing house material, screen porches, sun rooms, garages, pools, etc. All information should be no larger than 8 ½ by 11.

**\*\* A $200.00 check must be made out directly to SOL Harris/Day Architecture for review of major projects. Please send to % Matt Sutter, SOL Harris Day Architecture 6677 Frank Ave NW, North Canton, OH 44720**

 **\_\_\_\_ 3**. Submit this **completed form** to Matt Sutter at SOL Harris Day along with the check for services **and email**  the St. James Place HOA at stjamesplacenc@gmail.com