

Veranda Neighborhood Association

c/o Woo-Cat Management PO BOX 159
Pequea, PA 17565

Architectural/Landscape Change Submission Form

Send Via Mail: Veranda Neighborhood Association
c/o Woo-Cat Property Management
PO BOX 159
Pequea, PA 17565

Send Via Email: communitymanager@woocatmanagement.com

Name(s) of property owner: _____

Address of Veranda property: _____

Phone: _____ Email: _____

Describe the proposed Architectural/Landscape Changes: _____

So that homeowners are aware of the proposed improvements, please obtain initials or signatures of all neighbors adjacent to your property. This requirement is made to allow for any resident concerns to be made part of the project approval process.

Initials	Owner Name(s)- (Print)	Street Address	Date
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Project Start Date: _____

Project End Date: _____

In accordance with Section 6.15 of the Veranda Declaration, please attach the documents for the above described work.
Proposed work/construction documents shall include:

- Plans, construction documents, and drawings (drawn to scale) for the work showing: The scope of work with details of the proposed architectural work including a description of all exterior materials and colors to be used (must include brochures/photos)
- The proposed lines and grades and site plans, including indication of dimensions of all proposed structures, including height
- Landscape plan (including tree replacement in accordance with Section 6.15 of the Declaration)
- If your project includes any addition or disturbance of earth near any of your property lines, efforts must be made to identify the exact boundary. This might include but may not be limited to: hiring a surveyor, identifying property pins, or any other methods to ensure no encroachment of association or neighboring property.
- The Association reserves the right to request removal, or remove on its own at homeowner cost, plantings or any other material installed or planted, without Association approval, outside specific property boundaries. The requirement is made to prevent present and future boundary and homeowner disputes and limit potential problems with regard to real estate transactions.