

**SOMMERTON CONDOMINIUM ASSOCIATION, INC.**  
**ARCHITECTURAL REVIEW APPLICATION FOR GUTTERS**  
**(REVISED 08/2019)**



The Declaration of Covenants and Restrictions require that a property owner obtain written approval from the Architectural Review Committee (ARC) and the Board of Directors (BOD) for any exterior alterations, additions or improvements prior to installation. Any owner(s) desiring to install gutters and/or downspouts must complete this application and comply with the information requested below:

Owner(s): \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone: \_\_\_\_\_

Home \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_

In accordance with the Declaration of Covenants and Restrictions, I am/we are requesting approval for the installation of gutters and/or downspouts in compliance with the following requirements.

**DESCRIPTION OF PROJECT**

For installation of gutters at the front, side and/or rear of the unit:

The gutters will be six-inch (6”) “K” Style, white aluminum, utilizing a 4” (squared-off) downspout, with the downspout installed along the white trim as discreetly as possible, where possible.

For rear gutter installations where the unit shares a single fascia board over the garage with an adjoining unit, the downspout will be directed through a hole that is to be installed on the air conditioner deck, as necessary. All gutters will be installed by a properly licensed, bonded and insured contractor.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Owner(s) \_\_\_\_\_

Date Submitted \_\_\_\_\_ Estimated Start Date \_\_\_\_\_

**NEEDED FROM GUTTER/DOWNSPOUT CONTRACTOR:**

Copy of Certificate of Insurance, including Workmen’s Compensation coverage, must be attached to this application.

**ACKNOWLEDGMENT OF ADJACENT HOMEOWNER(S):**

This acknowledgment indicates an awareness of the intent and does not constitute approval or disapproval.

Name _____	Name _____
Address _____	Address _____
Signature _____	Signature _____

Submit this completed form and the required documentation to both parties below:

THE SELECT GROUP

Attn: Alysia Schools, Sommerton Property Manager  
2224 Va. Beach Blvd. Suite 201  
Virginia Beach, VA 23454  
Phone: 757-486-6000 Fax: 757-486-6988  
Email To: aschools@theselectgroup.us

David Slocum, Chairman, ARC Committee  
1044 Cranberry Drive  
Chesapeake, VA 23320  
Phone: 757-337-0091  
Email: oldhound67@gmail.com

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**Please note:** Approval of any exterior alterations by the ARC and/or BOD does not exclude your compliance with any other Federal, State or Local regulatory agencies, nor does it relieve you of financial liability for any and all damage caused by the requested modification, at the time of installation or subsequent thereto.

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**FOR ARCHITECTURAL REVIEW COMMITTEE/BOARD OF DIRECTORS USE ONLY:**

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED WITH CONDITIONS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DENIED: \_\_\_\_\_ DATE: \_\_\_\_\_

CONDITIONS/REASON FOR DENIAL: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SIGNATURE: \_\_\_\_\_ TITLE: \_\_\_\_\_