

THIS FORM IS STANDARDIZED FOR USE IN MANY COMMUNITIES. SOME OPTIONS INCLUDED BELOW MAY NOT BE APPROVABLE IN YOUR COMMUNITY.



Design Review Board Application - GARDEN

There is a required, non-refundable, Submittal Fee. Normal Processing (within 30 days*) is \$25. Expedited Handling (within 14 days*). Make your check payable to "Omni Community Association Managers." See www.omnihoa.com for additional information. ONLY ONE FEE IS REQUIRED IF MULTIPLE APPLICATIONS ARE MADE AS ONE SUBMITTAL. *Processing Times are approximate, and may be longer if multiple applications are submitted, or if your Community has special review requirements.

HOMEOWNER INFORMATION:

Name: _____ Address: _____
City/State/Zip: _____

THE APPROVAL, CONDITIONAL APPROVAL OR DISAPPROVAL OF YOUR APPLICATION WILL BE SENT TO YOU VIA E-MAIL TO YOUR E-MAIL ADDRESS THAT IS REGISTERED WITH THE ASSOCIATION AND/OR E-MAIL ADDRESS PROVIDED BELOW.

Contact Number: _____ Contact e-mail address : _____

PLEASE COMPLETE ALL PERTINENT INFORMATION FOR PROCESSING

Community Name: _____ Lot/Unit No.: _____

Contractor (if applicable), Name, Phone Number and E-mail address: _____

Proposed Action:

Affected Feature/Item:

Total Garden Area (max 2 areas):

Height of Structural Boundary:

Structural Boundary Materials: **Wood**

Location on Property:

Proposed Distance from Nearest Property Line

Planting/Harvesting:

Fencing/Raised Boundary:

Stakes/Plant Supports:

Summary Description:

ALL SUBMITTALS must include a copy of a Site Plan (Lot Survey), being an 'overhead view' of your Property with the location of all existing and proposed improvements marked. Existing fencing on your Property, OR ON ADJACENT LOT(s) must be marked with "o"s. ALL SUBMITTALS must also include an Elevation Plan, being drawings or pictures showing what the proposed Garden will look like when viewed from the side. GARDENS ARE PERMITTED IN REAR YARD ONLY, AND ON CORNER LOTS MAY NOT CROSS SIDE YARD BUILDING SETBACK LINE, (FREQUENTLY SHOWN ON PLATS AND SURVEYS AS "B/L"). Gardens may not be covered or blanketed, except on days when publicly announced frost warnings dictate otherwise. Gardens must be kept free of weeds; all weeds and dead plant material must be removed promptly.

REQUIRED DOCUMENTS:

SITE PLAN (Lot Survey) showing overhead view of entire Lot and all existing and proposed Improvements.

ELEVATION PLAN (Pictures/Drawings) showing appearance of proposed Improvements when viewed from the side

Application and supporting documents should be uploaded to the Omni Portal App, or (i) mailed to Omni Community Association Managers, Attn: Design Review Board, P.O. Box 395, Grove City, OH 43123, or (ii) emailed to drb@omnihoa.com.

****Processing does not begin until a complete application is submitted, including payment of the processing fee****