



An Audubon Cooperative Sanctuary

# Sherwood Forest Homeowners Association ARCHITECTURAL & ENVIRONMENTAL REVIEW COMMITTEE

## PROPERTY DEMOLITION APPLICATION

This Application form was developed to assist the owner and contractor by providing a summary of the necessary information for AERC review and approval of a property demolition request. The information requested in this questionnaire is based on the **AERC REGULATIONS & DESIGN STANDARDS**, and must be submitted to the Chair(s) of the AERC.

The AERC will not initiate the review/approval process until all of the information required by the AERC **REGULATIONS & DESIGN STANDARDS** document, and outlined here, has been submitted to the AERC. The AERC will require at least two weeks for review and approval of the complete submittal, including a site visit if necessary.

**No tree removal or construction activity may take place on the site prior to receipt of the Letter of Approval from the Chair(s) of the AERC.**

## REQUIREMENTS FOR SUBMITTAL TO THE AERC

### FEES AND DEPOSITS

Your check must be attached to this application. Make check payable to Sherwood Forest Homeowners Association (SFHA). Any interest accrued on your deposit will be retained by the SFHA.

### FEE SCHEDULE

• Environmental Damage/Compliance Deposit (refundable)	\$3,000
• Road Use Fee (non-refundable)	1,000
• Application Fee (non-refundable)	<u>100</u>
<b>TOTAL</b>	\$4,100

## ITEMS THAT MUST BE PROVIDED WITH THIS APPLICATION

The AERC needs information that relates to the specific type of demolition that is to be undertaken. Please complete the sections below that are pertinent to your project.

### A. OWNER INFORMATION

1. Name(s) of property owner(s) \_\_\_\_\_ Date \_\_\_\_\_

2. Address of house or property \_\_\_\_\_

3. Current telephone number of owner(s) \_\_\_\_\_

4. Current address of owner(s) \_\_\_\_\_

5. E-mail address of owner(s) \_\_\_\_\_

**B. TYPE OF DEMOLITION**

1. What type of structure needs to be removed? \_\_\_\_\_
  2. Have you submitted a drawing showing dimensions of the structure to be removed? \_\_\_\_\_
  3. What kinds of heavy equipment will be needed to complete the demolition? \_\_\_\_\_
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**C. REMOVAL OF TREES**

1. How many trees are to be removed? \_\_\_\_\_
2. What is the distance of the tree(s) from the closest point of the house? \_\_\_\_\_ ft.
3. What is the type of the tree(s) (e.g., pine, hemlock, oak)? \_\_\_\_\_
4. Reason for removing the tree(s) \_\_\_\_\_  
\_\_\_\_\_
5. If the tree is a hardwood, is the wood available for the Wood Cutters? \_\_\_\_\_
6. Is the person cutting down the tree(s) going to remove all of the wood and limbs?  
Yes \_\_\_\_\_. If not, please explain how the area will be cleared \_\_\_\_\_  
\_\_\_\_\_
7. What measures will you take to protect other trees from damage? \_\_\_\_\_  
\_\_\_\_\_

**D. REMOVAL OF SHRUBS**

Do shrubs (e.g., buckberry, laurels, rhododendrons) need to be removed in order to complete demolition of the structure?

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

**E. SEDIMENTATION CONTROL**

Explain how you plan to control erosion from the demolition site, especially where equipment has exposed bare soil.

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

**F. HAZARDOUS MATERIAL**

Is hazardous material present in the structure? \_\_\_\_\_ If so, how do you plan to remove it?

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

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## **MEMO OF UNDERSTANDING WITH OWNER AND CONTRACTOR**

The demolition of houses or other structures in Sherwood Forest requires the approval of the Architectural and Environmental Review Committee.

One responsibility of this committee to the members of the community is to assure that construction and/or demolition activities do not endanger the members of the community, result in damage to common property, or result in the littering of roads.

The responsibilities of the Owner, and the Owner's Contractor to avoid these activities are defined in the Architectural and Environmental Review Committee's **REGULATIONS & DESIGN STANDARDS**.

### **OWNER RESPONSIBILITIES**

I, the Owner, have read and understand the Architectural and Environmental Review Committee's **REGULATIONS & DESIGN STANDARDS**, and will comply with them.

I, the Owner, understand that failure of the Contractor or any of his workers, his subcontractors and their workers, on-site vendors and delivery personnel to comply with these Regulations & Standards will result in penalties assessed to me by the Sherwood Forest Homeowner's Association.

I, the Owner, will provide a copy of the **REGULATIONS & DESIGN STANDARDS (Form AERC 1)** to my Contractor.

### **CONTRACTOR RESPONSIBILITIES**

I, the Contractor, have read and understand the **REGULATIONS & DESIGN STANDARDS**, and will fully comply with them.

I, the Contractor, will inform all of my workers, and all of my subcontractors, on-site vendors and delivery personnel, of the Job Site Rules and Regulations. I will also warn all of my workers, subcontractors, vendors and delivery personnel about safe driving requirements while driving on Sherwood Forest roads, and about not littering while driving.

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor: \_\_\_\_\_ Date: \_\_\_\_\_