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An Important Message from the Architectural Review Committee

March 30, 2020

Temporary Process for Submission of Applications for Change and/or Grievances

The following changes are a temporary process for submission of Applications for Change and/or Grievances due to Covid-19

Dear Summerplace Neighbor:

With the closure of the office and clubhouse, new procedures for ARC reviews go into effect immediately. Please note the following:

- All requests for change and grievances will be dropped off at the home of Amy Van Parys (14815 NE Jewell St). There will be a dropbox next to the front door. All supporting materials should be included.
- Applications for Change and/or Grievance forms are available on the Summerplace website, summerplacehoa.com.
- The committee is meeting remotely on our regular schedule (first and third Tuesdays of each month) to review the various items.
- If your application is incomplete for any reason, we will try to reach you via phone to discuss the outstanding issue PRIOR to our meeting. Please take the time to double-check your submission to ensure it is as complete as possible.
- You will be notified via email (and hard copy at a later time) within 48 hours of our meeting date of the committee's decision/action
- Please remember that failure to receive approval may result in remediation, including removal or repainting.
- Like everything else these days, the above outline is subject to change.

Thank you for your cooperation and understanding.

Stay smart and safe,
Bob Kravitz, ARC Chairperson

[send an email to the office](#)[visit our website](#)

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Although we endeavor to keep our communications to a minimum, as a resident of Summerplace and a member of the Summerplace Homeowner's Association, you will receive occasional emails from the HOA Office containing important information; together with Neighborhood Watch alerts issued by the Neighborhood Watch Committee.

Our mailing address is:

Summerplace Homeowners Association
2020 NE 150th Ave
Portland, OR 97230-5202

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