



SUMMIT POINTE  
ARCHITECTURAL REVIEW  
NEW BUILDING  
SUBMITTAL FORM

**Summit Pointe**  
Architectural Review  
New Building Submittal Form

This form must be completed by the applicant and approved by the Architectural Review Committee BEFORE any work commences, pursuant to the requirements of the Plan Unit Development (“PUD”), including the Development Criteria and the Design Guidelines adopted pursuant to the PUD and applicable to the Summit Pointe Project.

Project Name: & Address: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

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

Email: \_\_\_\_\_

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

Type of Application: (Check type being submitted)

- New Building – Schematic Design Review
- New Building – Construction Document Review

Brief Project Description/Scope:

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Notes:

- Please refer to the Greenbrier Mixed Use PUD Urban Design Guidelines – Section VIII – Design Review Process, for Architectural Review submission requirements.
- Please be as detailed as possible. Incomplete applications will not be reviewed.
- Allow (30) days for the approval process: extensive plans may require additional review time:
- This approval/disapproval does not verify compliance with building, zoning, or other City codes. Applicant is responsible for obtaining the necessary permit(s) from the City of Chesapeake.

Please submit application and attached materials to:

Summit Pointe Realty, LLC  
500 Volvo Parkway  
Chesapeake, VA 23320  
summitpointeinvoices@dollartree.com

For any questions, please email [summitpointeinvoices@dollartree.com](mailto:summitpointeinvoices@dollartree.com) or call 757-321-5713