COURTHOUSE SQUARE HOMEOWNER'S ASSOCIATION of GLOUCESTER, INC.

ARCHITECTURAL REVIEW APPLICATION

The Declaration of Covenants, Conditions, and Restrictions require that a property owner obtain <u>written approval</u> from the Architectural Review Board (ARB) for any exterior alterations, additions, or improvements <u>prior</u> to installation. The ARB has up to 30 days to respond after receipt of a <u>complete</u> application. To avoid delays, please provide all information required.

To comply with the covenants, please complete this application and attach the following documents:

- Detailed plans and specifications, including type of material, dimensions, & colors to be used
- Survey, Site Plan or Plot Plan showing location of addition or alteration in relation to existing structures
- Illustration of any new or replacement components such as windows, doors, lighting, gutters, etc.
- Description of plantings/trees to be removed or added

Signed By: ______, Title: _____

- Copy of Building and Zone Permits
- Photographs/Drawings

Owners(s):	
Address:	Lot Number
City, State, Zip:	
Phone (home/cell):	E-mail address:
	Covenants and Restrictions, I/we are requesting approval for the following enclosed the required documents listed above: (Description of project):
	Dated Submitted:
Signature of Homeowner	Estimated Start Date:
Submit form and documentation to:	Property Management Associates Courthouse Square HOA of Gloucester – ARB 4605 Pembroke Lake Circle, Suite 302 Virginia Beach, VA 23455 Fax# 757-351-0023 Phone# 757-646-6247 email: info@thinkpma.com
PLEASE NOTE THE FOLLOWING: APPROVAL OF ANY EXTERIOR AL OTHER FEDERAL, STATE OR LOCA	TERATIONS BY THE ARB DOES NOT EXCLUDE YOUR COMPLIANCE WITH ANY AL REGULATORY AGENCIES.
ARCHITECTURAL REVIEW COMMI	ITEE USE ONLY:
APPROVED: APPROVED	w/Conditions: DENIED: ADDITIONAL INFO NEEDED:
Comments:	

DATE: