



HOMEOWNERS ASSOCIATION

Exterior Alteration Application

Please deliver to **Brett Campbell**
via mail, fax or e-mail.

CHRISTOPHER FARMS HOMEOWNERS ASSOCIATION
C/o Associa Community Group
4534 Bonney Road
Virginia Beach, VA 23462
(757) 747-0908 - office or (757) 499-5928 - fax
bcampbell@communitygroup.com

WARNING: Exterior alterations commenced without prior approval of the Architectural Committee is in violation of the covenants and may result in penalties, legal actions, and liens. Please review the Architectural Guidelines.

FROM: Name: _____

Address: _____

Phone: Home: _____

Work: _____

Email: _____

APPLICATION FOR: (check appropriate work-you may check more than one)

Project is expected to begin on _____ on and be completed by _____

- New Construction Repair Alteration Landscaping Tree Removal Relocation of Existing Structure Building
- Fence Wall Shed Deck Porch Railing Guttering Excavation Grading Yard Ornament Exterior Finish Exterior Color Scheme Pool Other

DESCRIPTION OF ALTERATION: The applicant **shall** attach *supplemental pages, sketches, plats and/or drawings* that fully describe the proposed alteration *before* ACC review. In case of an exterior color change, a sample of the new color along with a description of the existing color shall be submitted.

Please Note: Applicant is responsible for obtaining Building and Zoning permits, as required from the City of Virginia Beach.

RESIDENT ACKNOWLEDGEMENT: At least four (4) signatures of adjacent and/or visually affected neighbors shall be obtained. If this is not possible, a reason must be stated. Acknowledgement indicates awareness of intent, not necessarily approval or disapproval. **All residents of adjacent properties *shall* be provided an unsigned copy of this application and may petition the HOA within ten (10) days of notification regarding any concern.**

NAME: _____

NAME: _____

ADDRESS: _____

ADDRESS: _____

NAME: _____

NAME: _____

ADDRESS: _____

ADDRESS: _____

NOTE: The Architectural Committee has **thirty (30) days** from the date an application has been **received** to **approve or disapprove** each application.

OWNER'S SIGNATURE _____ DATE _____

APPROVED _____ Denial _____ DATE _____

Architectural Committee's Signature