

**The Village Grande of Holmdel
Architectural Review Application Form**

The Architectural Review Committee (ARC) Manual should be reviewed prior to completing this Application. This Application must be approved before any work is initiated.

Applicant's Name: _____

Address: _____

Phone: _____

Email: _____

Summary of the Scope of Work: _____

Details of Work that must be submitted with this Application Form:

- A full description of the proposed work including the materials (with manufacturer information), sizes, colors to be used.
- Sketches, drawings, and photos.
- A site plan or a copy of a survey with setback lines.
- An estimate of the start and completion dates.
- A copy of the Certificate of Insurance from your contractor with Village Grande included as an added insured.
- The need for a dumpster (permits are issued by the Management Company).
- If the work is significant Neighbor's Notification Forms need to be provided.
- A copy of the approved permits from Holmdel Township.

Completed applications and any required accompanying paperwork can be either delivered to an ARC co-chairperson, e-mailed to villagegrandearc@gmail.com or delivered to the Property Manager at the Clubhouse Office.

Applicant's Signature: _____

Application Submission Date: _____

ARC Review Section

Date of ARC Review: _____

☐ Approved

☐ Denied

ARC Chair Signature: _____

Comments of the ARC: _____
