

**Sherwood Lakes Community Association
301 Bendix Road, Ste. 300
Virginia Beach, VA 23452**

APPLICATION FOR ARCHITECTURAL REVIEW

Date: _____

Owner: _____

Address: _____

Email: _____

Telephone: H: _____ W: _____

In accordance with the Declaration of Covenants and Restriction, I/We are requesting approval for the following described alteration/change/addition, and have enclosed the documents designated below:

Description of alteration/change/addition:

_____ Plans and Specifications including type of materials to be used.

_____ Survey, Site Plan or Plot Plan showing location of addition or alteration on lot/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.

_____ Copy of city Building and Zoning Permits.

_____ Photograph/Drawings

_____ Other (please describe)

As a part of this application, I have discussed this request with (3) immediate neighbors and they are aware of the basic nature of this change. I have listed their names and addresses below (This does not imply in anyway their approval or rejection of my proposed changes).

Name	Address	Date Discussed

APPLICATION FOR ARCHITECTURAL REVIEW – Page 2

Warning: Approval of any alteration by the Architectural Committee does not relieve the applicant of his/her responsibility to ensure that the alteration does not violate City and State Building and Zoning Codes. In most cases, City Permits are required and in cases of underground work Ms. Utility must be contacted prior to commencing work. Permits must be obtained prior to commencing work.

I/We understand that I/We must wait for written approval before beginning the foregoing alteration. I further understand that the Committee has up to 45 days from receipt of this application to reply to this request.

Owner's Signature

Date

The request as described is approved.

Signature

Date

The request as described is approved with the following conditions:

Signature

Date

The request as described is denied.

Signature

Date

The request as described is denied because of the following conditions:

Signature

Date

MAIL OR EMAIL COMPLETED APPLICATION TO:

Sherwood Lakes Community Association
c/o United Property Associates
301 Bendix Road, Ste. 300
Virginia Beach, VA 23452
maudet@unitedpropertyassociates.com