

Meadowlake Farms Homes Association

MeadowlakeFarmsHomes.com | MFHA09@gmail.com

Request for Architectural Review

Article V of the Meadowlake Farms Homes Association's Declaration of Covenants, Conditions and Restrictions states that "no building, fence, wall or other structure shall be commenced, erected or maintained upon the Properties, nor shall any exterior addition to or change or alteration therein be made or change in any exterior color be made, until the plans and specifications showing the nature, kind, shape, height, materials, location or design or color of the same shall have been submitted to and approved in writing" by the Board of Directors of the Association ("the Board"). Therefore, before beginning any project on your property please fill out the form below and attach all required documentation. You may submit your request for Architectural Review by mail or email to the address above.

**Note: This form is only required for owners of the single-family homes in MFHA. Architectural Control of the cluster homes remains with the Meadowlake Farms Cluster Homes Association.*

Name: _____

MFHA Address: _____ Email: _____

Telephone: _____ Alt Telephone: _____

Type of modification: (deck, patio, outbuilding, addition, fence, etc.) _____

Plans and specifications: Please attach a copy of plat with a sketch of proposed modification. Show location, shape & all measurements. Provide a complete description of the alteration -- list colors, materials to be used, and any other construction details.

Homeowner check list:

- Consult the MFHA Restated Rules and Regulations for any relevant guidelines. (The MFHA R&R's may be found on the Association's website.)
- County permits: 890-3522.
- Call Miss Utility before digging, to locate underground utilities: 1-800-552-7001
- York County Code 24.1-280, General Requirements for Home Occupations

Please notify the Association when the work is finished. Projects found to have deviated from the specifications of the approved ARC request will be cited through the Association's Covenants Compliance Inspection process.

Allow up to 30 days for the processing of Board approval; projects may not be started until approval has been obtained.

Homeowner Certification:

I have provided an accurate representation of the planned modification. I will notify the Board of any deviation from the plans submitted or changed from using the building materials specified in this application.

I/We understand that any damages that may occur during the course of this alteration are my/our responsibility, whether the damage is done to common property or private property (to include underground wiring, landscaping, roadways, etc.).

Homeowner's Signature: _____

Date: _____

Questions or to confirm project completion: Please send an email to MFHA09@gmail.com

To Submit:

- E-mail form and attachments to MFHA09@gmail.com
- Mail form and attachments to the following address: **MFHA ARC**
c/o Victory Community Mgt., Inc.
5007C Victory Blvd., #240
Yorktown, VA 23693

NOTE: This form can be downloaded from our webpage: www.meadowlakefarmshomes.com

Board Action

Date of receipt: _____

_____ Approved as submitted

_____ Approved subject to modifications as required by covenants

_____ Disapproved for reason listed below

Signed: _____

Date: _____