

Crowne Pointe Homeowners Association
Application for Architectural Change

APPLICATION TO THE ARCHITECTURAL REVIEW COMMITTEE

Please provide the item listed below and include this form with plans submitted for preliminary review.

NAME _____ DATE OF REQUEST _____

ADDRESS _____ PHONE _____

TYPE OF MODIFICATION: (Description of changes to be made)

Items to be submitted for review with application:

1. PLAT PLAN SHOWING AREAS OF IMPROVEMENT OR MODIFICATION (FENCE PLACEMENT LINES, SHED PLACEMENT AND TREES AND BUSHES LOCATIONS).
2. COLOR PALATES OF THE REQUESTED CHANGES (FRONT DOOR AND DECK STAIN COLORS).
3. DESCRIPTION OF PLANTINGS OR LANDSCAPE TO BE REMOVED, ADDED OR ALTERED SHOWN ON PLAT PLAN.
4. MODIFICATIONS/ADDITIONS TO THE FRONT EXTERIOR OF HOUSE (STORM DOOR TYPE AND COLOR, BRICK LANDSCAPE BORDERS AND FLAG POLE ATTACHED TO FRONT PORCH).
5. Copies OF VENDOR CATALOGS SHOWING THE STYLE AND TYPE OF IMPROVEMENT (STORM DOOR, FENCE AND SHED).

All applications/requests must be forwarded to the Homeowners Association. This form must be mailed to:

THE CROWNE POINTE HOMEOWNERS ASSOCIATION
739 THIMBLE SHOALS BLVD., SUITE 1003
NEWPORT NEWS, VA. 23606-3562
FAX # (757) 873-8907

I understand I MUST wait no more than 30 days for the written approval of this application (from the date my application was received at the Association) before beginning the foregoing alteration and that the approval of such alteration by the Architectural Review Committee does not release us of our obligations to ensure that such alteration is in compliance with all local, state or federal ordinances.

Signature

Date

ARCHITECTURAL REVIEW COMMITTEE/BOARD OF DIRECTORS ACTION

_____ Approved as submitted

_____ Approved with the attached stipulations

_____ Disapproved