

Oak Springs Plantation Homeowners Association, Inc.

P.O. Box 841

Amelia Courthouse, VA 23002

ARCHITECTURAL REVIEW FORM (Revised 04/27/21)

The Declaration of Covenants, Conditions and Restrictions require that a property owner obtain written approval from the Architectural Review Committee (ARC) of the Association before making additions, changes, modifications to the exterior of a home or building and before adding or upgrading any shed, garage, pool, fence or other structure.

To comply with the Declaration of Covenants, Conditions and Restrictions, please complete this form and attach a copy of your plat that indicates the location of the proposed alteration or addition. Please include a drawing, which should specify dimensions, materials to be used and colors. For any building or storage shed, the exterior siding, trim and roof shingle colors will be required to match as close as possible to the exterior colors of the home.

The ARC will have forty five (45) days from receipt of this form to reply to your request. Please include a phone number and email address so that you may be contacted should additional information be required. This application and drawings will be retained by the ARC.

If the request is approved, you must complete the alterations or additions within one (1) year of approval. The property owner agrees to comply with all applicable County and State building codes and laws and to obtain all necessary building permits required.

Name(s) of Property Owner(s): _____

Street Address: _____

Best Phone No. _____ Email: _____

Desired Alteration or Addition (attach additional pages if necessary): _____

Signature of Property Owners(s): _____

Date Submitted: _____ Projected Start Date: _____

Please direct any questions to **Keith Loehlein at (215) 962-2286**

For the fastest response, please send the completed form and all supporting documents via email to **Keith Loehlein** at keithosphoa@gmail.com

Or by mail to ARC, Oak Springs Plantation Homeowners Association, Inc., P.O. Box 841, Amelia Courthouse, VA 23002

ARC USE ONLY:			
DATE RECEIVED: _____	APPROVED: <input type="checkbox"/>	DENIED: <input type="checkbox"/>	OWNER NOTIFIED: <input type="checkbox"/> DATE: _____
ARC SIGNATURE: _____	ARC SIGNATURE: _____	ARC-11/2017	