

Tabb Lakes Homes Association
Architectural Review Committee (ARC) Request for Approval

Name: _____ Date of request: _____

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 list colors, materials to be used, and any other construction details.

Homeowner check list:

- County permits: 890-3522. For room additions (including screened porches) a copy of the York County building permit must be attached to this application.
- Call Miss Utility before digging, to locate underground utilities: 1-800-552-7001
- York County Code 24.1-280, General Requirements for Home Occupations

Estimated project completion date: _____

(Allow up to 3 weeks for the processing of ARC approval; projects may not be started until approval has been obtained.)

In addition to any required county inspections, the Association reserves the right to review the completed project to determine whether or not the work was accomplished in accordance with the approved application. 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.

I have provided an accurate representation of the planned modification. I have contacted my immediate neighbors to inform them of my proposed project. I will notify the ARC of any deviation from the plans submitted or changed from using "like kind" building materials to those specified in this application.

Homeowner's Signature: _____ Date: _____

Questions or to confirm project completion: Contact Sarah Knaub at 757-593-0166 or VictoryComMgt@gmail.com.

To Submit:

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

NOTE: This form can be downloaded from our webpage: www.tabblakes.org/arc.php

Committee Action _____ Date of receipt: _____

- ____ Approved as submitted
____ Approved subject to modifications as required by covenants
____ Disapproved for reason listed on reverse side

Signed: _____ Date: _____