



Orchard Valley HOA Architectural Project Application Form

Submit this completed form and provide all required documents to the Board of Directors of the Orchard Valley Homeowners' Association (OVHOA Board) for all exterior architectural improvements. Using the Declaration of Covenants, Conditions, and Restrictions and the Orchard Valley Landscaping & Exterior Improvements Manual; the OVHOA Board will fairly evaluate your proposal. Each application is reviewed on an individual basis; there are no automatic approvals. Within **thirty (30) days from our receipt of your documents**, we will return this form to you as our decision. OVHOA Board approval is required before any project can begin. To avoid potential conflict and expense, we would like to remind you that the Orchard Valley Landscaping & Exterior Improvements Manual states: *items not installed in accordance with previously approved plans or installed without prior approval can, in extreme cases, at the discretion of the Board of Directors, be ordered removed at the homeowner's expense.*

+++++++Please Print+++++++

Homeowner's Name _____ Date _____

Property Address _____ Aurora, IL 60506

Preferred Phone _____

Project _____

Work to be performed by (circle) Homeowner/Contractor _____

Required documents *If information that is pertinent for the review of the application is missing, the incomplete application will be returned.*

1. Site plan showing location of proposed structure and relationship to property lines and adjacent houses. Detailed drawings and plans that include exterior elevations and dimensions. A full set of architectural drawings must be included for some changes.
2. Description of materials, including such items as type of siding on dwelling and proposed structure, colors, exterior lighting arrangements, etc., where applicable. Landscape plans, including size and type of plants as well as number to be planted.
3. A copy of a City of Aurora Building Permit.

Estimated start and completion date. _____ / _____

Homeowner(s) Signature(s) _____

+++++++FOR OVHA USE ONLY-----DO NOT WRITE BELOW THIS LINE+++++++

_____**You may begin your Architectural Improvement.** As applied for and as described above, your project meets the requirements of the OVHA criteria. Your project is subject to final inspection and approval at completion.

_____**You may NOT begin your Architectural Improvement.** As applied for and as described above, your project does not meet the requirements of the OVHA criteria. You must make necessary modifications as listed below and resubmit a new application.

_____ and _____
Signature of Board President Date Signature of Board member Date