

Dear TWTTHA homeowner:

Exterior alterations commenced without prior approval from the TWTTHA Architectural Committee are in violation of the TWTTHA Declaration of Covenants, Conditions, and Restrictions. Please refer to the Architectural Guidelines on page 2 Sections III, IV, V, and VI for detailed instructions and requirements.

All applicants are responsible for meeting the conditions of the Virginia Beach Building and Zoning Codes.

All exterior alterations that do not meet the TWTTHA Architectural Guidelines must be removed or replaced at the homeowners expense.

Please mail or deliver the complete application to the above address. Applications will not be considered until they are complete as stated in the current AC Guidelines.

Name of Homeowner — please print

Signature

Address of Homeowner — please print

Home Phone # Work Phone #

Mobile Phone #

Address of Unit being considered for exterior alteration

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- | | | |
|--|---|--|
| <input type="checkbox"/> Antennas & Satellite Dishes | <input type="checkbox"/> Grills | <input type="checkbox"/> Siding Repairs & Replacement |
| <input type="checkbox"/> Attic Ventilators, Exterior | <input type="checkbox"/> Guttering | <input type="checkbox"/> Solar Collectors |
| <input type="checkbox"/> Awnings | <input type="checkbox"/> House Numbers | <input type="checkbox"/> Statues, Fountains & Ornaments |
| <input type="checkbox"/> Decks | <input type="checkbox"/> Landscaping & Lawn Maintenance | <input type="checkbox"/> Swimming Pools, Hot Tubs & Spas |
| <input type="checkbox"/> Dog House | <input type="checkbox"/> Lighting, Residential | <input type="checkbox"/> Trellises |
| <input type="checkbox"/> Door —front or garage | <input type="checkbox"/> Major Building Addition | <input type="checkbox"/> Walkway |
| <input type="checkbox"/> Driveways | <input type="checkbox"/> Patio | <input type="checkbox"/> Window Replacement |
| <input type="checkbox"/> Excavation | <input type="checkbox"/> Painting & Staining, Exterior | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Fences | <input type="checkbox"/> Roof Replacement | |
| <input type="checkbox"/> Front Porch | <input type="checkbox"/> Shed | |
| <input type="checkbox"/> Front Porch Rails | <input type="checkbox"/> Shutters | |

Attach the following to this application:

1. Detailed written description of the alteration you wish to make. You should include a picture or drawing.
2. A description of the material to be used in the alteration.
3. Copy of Physical Survey—This is required for applications proposing adding new structures, relocating structures, or making landscaping changes.
4. Contractors proposal is required for all Applications. The amount to be paid to the contractor may be removed.