WINDWARD SHORE PROPERTY OWNERS ASSOCIATION (Rev. 2 – 2014)

Approval Request for Additions, Exterior Changes and Modifications

Please mail or send to:
Windward Shore Association
P.O. Box 340
Henrico, NC 27842

or

Scan & E-mail to:
Architecture@WindwardShores.org
cc to: President@WindwardShores.org

From: (Please type or print)
Name: _____ **Address:** _____ **Lot#** _____
Phone: Daytime ____-_____-_____ **Evening** ____-____-_____ E**-mail address**:_____

Work Description: Describe the addition, exterior change or modification you are requesting approval for. Include all pertinent project information, sketches & plans for review and to insure your project meets all requirements identified in the Windward Shore Declaration of Protective Covenants and Rules and Regulations. Failure to include pertinent information will delay the review process.

Proposed work dates: Begin _____, End _____

If you believe there are special circumstances to be considered in evaluating this request, please explain them here:

Acknowledgement by adjacent and across the road property owners (across the road property owners for front yard construction only) is MANDATORY. Their signature indicates an awareness of intent and that they have no objections.

Name: _____ **Address:** _____ **Lot#** _____
Signature:_____

Name: _____ **Address:** _____ **Lot#** _____
Signature:_____

Name: _____ **Address:** _____ **Lot#** _____
Signature:_____

Requesting Property Owner's Signature: _____ **Date**: _____

If no action is taken by the association within sixty (60) days after submission and receipt of the plans and specifications to the association, the request shall be deemed approved.