



Orchard Valley Homeowner's Association

Orchard Valley HOA Architectural Project Application Form

Every Homeowner must submit this completed form, including all samples, details and drawings concerning material, shape, color, design, etc. to the Board of Directors of the Orchard Valley HOA for any architectural improvement, regardless of type. This form must be submitted and approved before starting any project. All projects must comply with the Declaration of Covenants, Conditions and Restrictions (CCR's), By laws, Rules and Regulations, and meet the criteria of the OVHA Landscaping & Exterior Improvement Manual. Once the application and supporting documentation is submitted to the Board of Directors has thirty (30) days from the date received to approve or deny the application, and therein send written notice to the homeowner.

Hand drawn sketches of lot boundaries to show the project are not acceptable: you must include a Plat of Survey with the project and dimensions indicated on the Plat. If the project requires a Building Permit, a copy must be included. A catalog photo, suppliers drawing or picture and material used must also be submitted.

Please Print

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Homeowners Name _____ Date _____

Property Address _____ Aurora, IL 60506

Day Phone _____ Evening Phone: _____

Project Applied For _____

Which of the following documents are included with your application?

Project clearly drawn & dimensioned on a Plat of Survey Yes _____ No _____

A copy of the Building Permit from the City of Aurora Yes _____ No _____

Product data and/or material specifications Yes _____ No _____

Vendors or suppliers' drawings including dimensions Yes _____ No _____

Work to be performed by Contractor: _____ /Owner _____ Est. Completion Date: _____

Homeowners Signature(s) _____

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

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After reviewing this application as stated above, the BOD authorizes:

____ **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