The Villas at the Retreat of The Links at Gettysburg

Request for Approval to Improve

Residence Exterior and/or Landscaping

HOMEOWNER(S)' NAME: _____

STREET ADDRESS: _____

PHONE: _____

E-Mail: _____

A. PROPOSED EXTERIOR CHANGE

Outline, in detail, all proposed improvements, alterations or changes. Including size(s), color(s), specifications, materials (brands, if applicable), and location, beginning and completion dates and any other pertinent information needed by the Board of Directors or the Architectural and Environmental Review Committee in order to make a decision. Provide a sketch of the proposed alteration as it will appear when completed. You must submit a copy of the plat of your property with your request. Indicate on the plat exactly where the improvement will be located (location plat/survey should have been included in your settlement package). Attach required details, sketches, drawings, clippings, pictures, catalog illustration or other information.

A SEPARATE FORM MUST BE SUBMITTED FOR EACH PROPOSED CHANGE

Brief description of change- attach any applicable details:

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B. You will be notified in writing of the decision of the Board within thirty (30) days of receipt. By approving this request, the Board or Committee is not assuming any responsibility for the safety, construction, operation, maintenance, or any accident injury or claim that may arise from the change or use of this improvement.

C. Approval does not relieve you of the need to: observe all local zoning ordinances; meet all applicable legal requirements; and abide by the rules and regulations of this community. You must contact Mt. Joy Township and Adams County directly to obtain any and all applicable building permits and variances required.

In addition to obtaining HOA approval and meeting local jurisdictions requirements, you may need to identify the location of utility lines by calling (811) and contacting The Links Golf Course(TLAG), to identify the underground sprinkler system before you start. You must also allow time to relocate any sprinklers affected by your project. Alterations to sprinklers must be made/approved by The Links at Gettysburg (TLAG) golf course and done at homeowner's expense. When you have submitted this application the HOA team will initiate contact with the authorized TLAG representative.

Approval Signature from the TLAG authorized representative._____

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I (We) understand the rules concerning the proposed improvement and agree to abide by the rules established by the Association and will be solely liable for any upkeep required by the construction of this improvement. This improvement in no way encroaches on any neighbor's property, Homeowners' Association common areas, or public utility.

I (We) hereby agree to obtain any and all building permits, variances, and/or to observe all local zoning ordinances and to meet all applicable legal requirements and I understand that approval does not relieve me of these responsibilities. Any approved improvement must be completed within 6 months or approval will be revoked and application must be resubmitted.

I (We) further agree to provide a copy of any occupancy permits issued by the appropriate governing bodies to the Association upon completion of improvement. If any portion of the Association's property is disturbed by either myself or my contractor, I (We) agree to be responsible for restoring the common elements to original or better condition(s).

APPLICANT SIGNATURE_____
DATE_____

(Neighbor's Signature) (Fencing Only)
SIGNATURE_____DATE:_____
SUBMIT COMPLETED APPLICATION and attachments to
Heidi Stone Bienkowski
Architectural Review Representative:
Heidi Stone Bienkowski
Email: VillasHOA3@Gmail.com
Subject line: ARC

Completed per request:
ARC SIGNATURE_____DATE:_____
Completed photograph attached: _____DATE:_____