



Towne Villas South Homes Association

Architectural Change Request

Please print clearly and provide all information requested.

Homeowner Name:	
TVS HOA Address:	
Mailing Address (if different):	
Phone:	Email:

Application For:

☐ Fence ☐ Shed ☐ Roof ☐ Driveway ☐ Exterior Finish ☐ _____

Note: All exterior color changes must comply with the approved color palette.

Description of Alteration: Explain below and attach supplemental documentation as appropriate. For fences and sheds, please show location on property, shape & all measurements. Provide a list colors, materials to be used, and any other construction details.

You must allow up to 30 days for the processing of your request. No construction may start until you have received written approval. Exterior alterations commenced without prior approval of the Board of Directors are in violation of the covenants and are at the applicants' own risk.

You will be contacted about the required site inspection once your request and documentation have been reviewed.

Approval of any alteration by the Association does not relieve the applicant of his/her responsibility to comply with all applicable state and county building codes and zoning requirements.

Owner's Signature _____ Date _____

Please contact our Association Manager, Sarah Knaub, at 757-593-0166 or VictoryComMgt@gmail.com if you have any questions.

**Submit form and documentation to VictoryComMgt@gmail.com or mail to
TVS, c/o Victory Community Management, 5007C Victory Blvd., #240, Yorktown, VA 23693.**

For Board/Management Use Only

Date Received: _____ Date of Site Inspection: _____

☐ Approved ☐ Approved with Modifications ☐ Disapproved

Signed: _____ Date: _____