

SOUTHALL LANDINGS PROPERTY OWNERS ASSOCIATION  
SOUTHALL CONDOMINIUM OWNERS ASSOCIATION  
525 S. INDEPENDENCE BLVD, STE 200  
VIRGINIA BEACH, VA 23452  
PHONE (757) 851-3400 FAX (757) 873-8907

APPLICATION FOR ARCHITECTURAL COMPLIANCE MODIFICATION

DATE RECEIVED BY ASSOCIATION:

OWNER NAME:

DATE OF REQUEST:

ADDRESS:

PHONE:

EMAIL ADDRESS:

DESCRIPTION OF ALTERATION(S):

**SOUTHALL CONDO OWNERS ONLY:** ALTERATION WILL      WILL NOT      ALTER EXTERIOR APPEARANCE OF UNIT.

IN ORDER FOR THE DESIGN REVIEW COMMITTEE TO PROPERLY REVIEW YOUR APPLICATION, THE FOLLOWING ITEM(S) IS/ARE REQUIRED AS APPROPRIATE TO THE PROJECT. **CHECK ALL THAT APPLY.**

A BRIEF BUT COMPREHENSIVE WRITTEN DESCRIPTION OF THE PROPOSED MODIFICATION OR IMPROVEMENT

PLAT (SITE PLAN) WITH DRAWING OF EXACT LOCATION, CONFIGURATION AND SIZE OF ALTERATION(S). PLEASE INCLUDE DRIVEWAYS, LANDSCAPED AREAS, SETBACK LINES, BUFFER AREAS AND OTHER FEATURES UNDER THE ZONING ORDINANCE

DRAWINGS, PLANS OR BROCHURES TO ENABLE A NON-PROFESSIONAL ADULT TO DETERMINES THE COMPLETE PROJECT AS STATED IN THE WRITTEN DESCRIPTION

EXTERIOR COLOR SAMPLES AND MATERIALS (i.e. ROOFING, SIDING, DECKING, etc.)

LANDSCAPING PLANS. THESE SHOULD INCLUDE TREE AND BUSH REMOVALS AND/OR PLANTINGS. TYPE OF PLANT MATERIAL AND LOCATION MUST BE INCLUDED

AN ANALYSIS OF THE POTENTIAL VISIBLE, AUDIBLE AND PHYSICAL IMPACT OF THE PROJECT ON ADJACENT NEIGHBORS (WITHIN 150 FOOT RADIUS), ON THE NEIGHBORHOOD AND ON THE COMMUNITY. THE ANALYSIS SHOULD ALSO ADDRESS THE ADDED MAINTENANCE WHICH MAY BE REQUIRED OF THE ASSOCIATION(S) AS A RESULT OF THE PROJECT

NAME(S) AND QUALIFICATIONS OF PERSON(S) DESIGNING AND COMPLETING THE IMPROVEMENT

PLANNED START AND COMPLETION DATES

ALL APPLICATIONS MUST BE SUBMITTED TO THE MANAGEMENT OFFICE AT THE ADDRESS SHOWN ABOVE. Applications are reviewed once each month, so please plan to allow adequate time to receive a response. **Single-Family Owners:** There is a 30 day response time. The Design Review Committee will make the decision regarding the alteration(s) or addition(s). **Southall Condominium Owners:** There is a 60 day response time. This application will be sent to the SCOA Board for final disposition with the Design Review Committee's recommendation.

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I/We understand that any damages that may occur during the course of this alteration are my/our responsibility, whether the damage is done to Common Property or to Private Property, including underground wiring, landscaping, roadways, etc.

I/We understand that we must wait for receipt of your written approval of this application before beginning the foregoing alteration(s), and that approval of such alteration(s) by the Design Review Committee does not release us of our obligations to ensure that such alteration(s) is/are in compliance with applicable City of Hampton Building and Zoning Ordinances.

OWNER SIGNATURE:

DATE:

OWNER SIGNATURE:

DATE:

NEIGHBOR ACKNOWLEDGMENT: Neighbor/s' signature/s indicating awareness of the proposed change **must** be obtained for all major structural changes. These include, but are not limited to, room additions; decks; fences; storage sheds and major landscape changes.

*By signing below, you are indicating awareness of the alteration, not approval thereof. If you have concerns regarding the application, you are encouraged to call or to write the management office as soon as possible.*

NEIGHBOR:

NEIGHBOR:

ADDRESS:

ADDRESS:

DATE OF REVIEW BY DRC:

APPROVED

APPROVED WITH COMMENTS/CONDITIONS

PARTIAL APPROVAL WITH COMMENTS/CONDITIONS

DISAPPROVED

DECISION WITHHELD

OTHER

REVIEWERS:

ARTIS CROSLIN, DRC CHAIR

EMILY STRUCK

KAY DAVIS

BRIAN TANNER

BILL SAVAGE

ACCEPTED BY

SLPOA BOARD PRESIDENT

SCOA BOARD PRESIDENT:

SIGNATURE

DATE