

Maytown Village Square Homeowners Association

Architectural Review Form

Mail to: Maytown Village Square Homeowners Association, Inc.
c/o Horst Property Management, 320 Granite Run Drive, Lancaster, PA 17601

Before you can make just about any changes to the exterior of your home you must obtain permission from the Homeowners Association. We are bound by all of the homeowners by way of our deed restrictions. We encourage improvements to your homes!

Instruction for Architectural Review

1. The Architectural Review request form must be completed and approved before any work commences on the property.
2. The form must be completed in its entirety by the owner of the property. In its entirety means the following information must be included when applicable: description of change, dimensions, materials to be used, color, height, etc.
3. When applicable, a copy of the plot map for the property indicating the location of the change is also necessary.
4. After downloading your Architectural Review Board Form and filling fill it completely please send it to the address specified above.

Notice to owner – Read Carefully

Your request and any attached plans are reviewed for the limited purpose of maintaining integrity and compliance within the guidelines of the deed restrictions of the community. They are not reviewed for function, safety, or compliance with any governmental agency.

It is your responsibility to conform to local zoning and township ordinances and the homeowner must obtain and properly post all necessary permits if granted.

_____ Painting _____ Color Name/Number (attach sample)

_____ Fencing _____ Roofing _____ Skylight _____ Patio

_____ Screening _____ Patio _____ Swimming Pool _____ Hot Tub

_____ Landscape _____ Garage Door _____ Front Door/Windows

_____ Light Fixtures/Security Equipment

_____ Other Project (Please specify on separate sheet – provide drawings, plans, etc.)

Date of Request _____ (Please allow 60 days for decision from

MVSHA Form F101 – Architectural Review Form

Page 2 of 3

MVSHA)

Property Owner _____

Phone _____ Email _____

Tenant name (if applicable) _____

Property Address _____

Please describe the requested improvement (add extra pages if necessary)

Is your request currently restricted by the Deed restriction covenants? _____

Have you submitted for Township Approval, if required? _____ Date submitted _____

Specifications/Samples enclosed/Attached _____ Yes _____ No

Attach copies of plans, brochures, pictures, elevations, lot surveys, paint samples, etc.

_____ Plot plan showing current location of dwelling and intended improvement indicating proximity to lot lines.

_____ Building material samples

_____ Color Samples

_____ Copy of the building permit from East Donegal Township (if applicable)

Note: Contingent approval may be given prior to obtaining permit; however, final approval is contingent upon receiving a copy of the permit.

Requested by (signature) _____ Date _____

Date reviewed by the Architectural review Committee _____

APPROVED _____ DENIED _____ NEEDS MORE INFORMATION _____

NOTES: