



Hartefeld Homeowners Association

c/o Brandywine Valley Properties
P.O. Box 7368, Wilmington, DE 19803-7368
(302) 293-8093 or (302) 475-7660

**ARCHITECTURAL CHANGE REQUEST FORM: Submit completed form via email to
bvprops@gmail.com**

This form, with supporting illustrations/drawings, must be submitted to the HHOA and you **must receive approval before any work is done on your lot**. Your request will be reviewed **within 30 days** of receipt by the HHOA All illustrations and drawings will be retained by the HHOA unless otherwise indicated by you. Approval of your request by the HHOA does not fulfill other obligations which might be required by Township, County, State or National codes and/or laws. Furthermore, approval of your request does not imply satisfactory compliance with safety, chemical, mechanical, electrical or plumbing codes or regulations

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address

Phone Number: _____ Email Address: _____

Proposed Change

Include information as applicable. Plans and specifications with illustrations showing the nature, kind, shape, color, height, materials and proposed location of the architectural change. If you are proposing structural changes, such as additions, patios, decks or fencing, you must submit a detailed to scale plan with this request. If more space is need, please attach this information

Proposed Completion Date: _____ Date Received by Committee: _____

For Office/Committee Use Only

Approved

Denied

Necessary Revisions or Comments: _____

Approval Signature: _____ Date: _____

Approval Signature: _____ Date: _____

CC: Architechural Review Committee/File _____ Completed: _____