

**THE VILLAS AT SHREWSBURY (TVAS) CONDOMINIUM ASSOCIATION  
ARCHITECTURAL / LANDSCAPING REVIEW REQUEST**

**Homeowner Details**

Name: .....

Address: .....

Telephone Number(s): .....

Email Address: .....

Date of Request: ..... Date Received at Bennett Williams: .....

Is this an **ARCHITECTURAL** or **LANDSCAPING** Review Request? (Please underline one)

**Description of Project**

*Describe the essence of your project. Attach detailed drawings, plans, specifications and other relevant information including dimensions, locations, materials, and colors.*

Does this intended project fully meet an existing Architectural or Landscaping Rule? **YES / NO**

(Please circle one)

Which rule? .....

Anticipated Start Date: .....

Anticipated Completion Date: .....

Signature of Homeowner: .....



**THE VILLAS AT SHREWSBURY (TVAS) CONDOMINIUM ASSOCIATION  
ARCHITECTURAL / LANDSCAPING REVIEW REQUEST**

**Completion of an Architectural or Landscaping Review Request  
(This form is an important document in the administration of your intended project.)**

**Page 1**

**Homeowner Details:** Complete this section fully with your name, address, preferred telephone number(s) and an email address. The email address will allow for faster communication with you.

**Date of Request:** Give the date of your submission to Bennett Williams.

**Date Received at Bennett Williams:** This will be entered by Bennett Williams and marks the initial processing of your request.

**Architectural or Landscaping Request?:** This is a common form for use by both committees and the Executive Board. If your project is clearly an architectural or landscaping one, please indicate. Otherwise, leave this unmarked for the appropriate committee and/or Executive Board to decide.

**Description of Project:** On this section of the form write a brief description of your project. You do not need to explain the reason for wanting to undertake your project, but you must provide drawings and sketches which show clearly the location and the dimensions of the project. For clarity, you may not be able to give all of the necessary detail on this part of the form, so you are encouraged to add additional sheets giving the specifications of the parts of your project and color charts, if for an architectural project, you are making a color choice. You may add relevant material from your intended contractor(s).

For some projects there may be a need for you to obtain the approval of the Township and other authorities particularly if the project is a deck when building permits must be issued and other inspections carried out. You are responsible for applying for such permits and these building code requirements take a priority over any of the TVAS requirements.

**Project meets an existing rule:** If your intended project does **fully** meet an existing rule, please indicate which rule. Refer to the latest Rules and Regulations for what is allowed.

**Dates:** Both the anticipated start date and completion dates are important. Once you have received the necessary approvals to start your project, you will have 45 days in which to actually start your project. After this period your approvals will expire. You will need to resubmit your application if you intend to return to your project.

**Signature:** Please sign your completed application.

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**Address:** Please indicate your address in note form. If this page is separated from Page 1 it will be easily identified.

**Approvals:** Please answer the question about necessary local permits. The remaining approvals will be completed by the appropriate committee and the Executive Board as your Review Request is processed.

**SUBMIT YOUR COMPLETED FORM TO: BENNETT WILLIAMS PROPERTY  
MANAGEMENT Attn: Chris Seitz, 3528 CONCORD ROAD, YORK, PA 17402**