



HOMEOWNERS ASSOCIATION PROJECT REVIEW AND APPROVAL FORM

- ✓ Reference the Declaration of Arbor Greene - A Planned Community document, specifically Article VIII – Use Restrictions, regarding allowable property improvements.
- ✓ Examples of property improvements include (but not limited to) mailboxes, pools, fences, decks, patios, front storm doors, sheds, roof type/colors, exterior lights, changing ANY exterior paint colors.
- ✓ Project must be completed within six months of HOA Executive Board approval, or the approval becomes void.
- ✓ HOA Executive Board meets bimonthly or as needed and reviews all new project applications at that time.
(HOA will try to work with homeowner's schedules if reviews are required sooner than the next scheduled meeting)
- ✓ Project applications shall be submitted to the HOA at ArborGreeneHOA.PalmyraPA@gmail.com

Date of Application _____ Homeowner(s) Name _____ Phone # _____

Street Address _____ E-mail Address _____

Description of proposed additions/changes: (attach additional pages if required)

Provide signatures of the two adjacent property owners most impacted by the project, so they are aware the project is occurring. Signatures do not mean the adjacent property owners provide approval or disapproval of the project; signatures merely indicate awareness of proposed changes.

1. _____ 2. _____
(address) _____ (address) _____

Does your project require a building/zoning permit? ____ Yes ____ No (Permits are administered by the Lebanon County Planning Dept.)

Note: It is the responsibility of the homeowner to ensure that the project meets all applicable local building codes and permits requirements. Please contact North Londonderry Township if you are unsure about codes or permits.

Please attach a complete sketch that includes (but not limited to) this check list:

- ✓ Plot map with location/dimensions on lot or house of desired additions/modifications**
- ✓ A hand drawn or computer-generated illustration or a sales brochure of materials being used to include color, type, size, etc.
- ✓ Ensure colors being used are part of the approved color palettes located on the HOA's website: <http://arborgreenehoa.org/>
- ✓ Any additional information that will assist in the approval process.

_____ Approved by HOA Board on _____ (date)

_____ Additional information required (see notes from HOA Board)

****Residents can obtain a map of their Plat with the property dimensions from the Lebanon County Tax Assessment Office. There is no fee for the copy. The dimensions should be then used to make a drawing of their property WITH those dimensions shown. Lebanon County Planning Dept. also requires any existing structures on their property (e.g., Home, Shed, Pool) be illustrated with dimensions and the distance to the property lines. The proposed project needs to be shown on the drawing with the setback distances shown as well. The drawing needs to be on 8.5" X 11" plain paper. Residents are encouraged to call the Lebanon County Planning Dept. with any questions regarding this information.**

Arbor Greene HOA Board

Kevin Imes President	Rodney Best Vice President	Anthony Czuchnicki Vice President	Maggi Schlotzhauer Secretary	Mark Nissley Treasurer
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