

Chesterfield Village Home Owners Association Architectural Modification Request Form

Pursuant to ARTICLE VII of the Chesterfield Village Restrictions, Covenants and Conditions, and to protect property values and privacy of neighboring homeowners it is required for any homeowner or group of homeowners planning outside improvements or a change in the appearance to their deeded property to submit an **Architectural Modification Request Form**. This request is reviewed by the Architectural Committee in order to ensure compliance with Chesterfield Village HOA governing documents, and to protect neighboring homeowners. If any change is made that has not been approved, the HOA Board has the right to ask the homeowner to remove the improvements and/or changes from the property. **Work may not begin until this request has been approved.**
Please submit your application in advance.

Complete the entire form.

Name: _____ Date: _____
Phone: _____ Street Address: _____
Email: _____

APPROVAL IS HEREBY REQUESTED FOR THE FOLLOWING: Please indicate below what type of change or alteration you wish to make. Be specific, indicating type of material, color, shape, style, dimensions, etc. Include a catalog cut or photograph if available.

Attach a plot plan: With measurements and the exact location of improvements.

Project Description (add additional sheets if needed):

Who will perform the actual work? _____

Homeowners Signature: _____ Date: _____

You are responsible for obtaining any permits required by the City of Springfield.

Action by Architectural Committee

Approved Denied

Date: _____

Comments/Conditions:

Signed: _____ Title (HOA Officer): _____