

Windmill Meadows Community Association  
Architectural Review Application

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

- James City County has been contacted: Yes \_\_\_ No \_\_\_
- Permit is required: Yes \_\_\_ No \_\_\_ (Approval is conditional upon obtaining all required permits.)
- Permit has been obtained: Yes \_\_\_ No \_\_\_ Reason: \_\_\_\_\_
- Color swatch is included: Yes \_\_\_ No \_\_\_ Reason: \_\_\_\_\_
- Scaled plot plan of your property included: Yes \_\_\_ No \_\_\_ (REQUIRED) [*This is the survey that you received when you purchased your home. If you can't find it, please email Records.Management@jamescitycountyva.gov*]
  1. Show the location of the proposed action relative to your house and other existing construction by drawing on the plan of the property to indicate where the proposed change/addition will be located.
  2. Indicate how far from each structure or property line the proposed change/addition will be located.

**Acknowledgment**

I have read this application and the governing documents for Windmill Meadows, which are incorporated herein by this reference, and I understand and agree to the terms and conditions of the Association's review of my application, plans, and specifications, as stated therein. I further agree that if this application is approved, the improvement shall be completed in compliance with the approved plans and specifications and all work must be completed within ninety (90) days of the approval date of this application. I hereby promise to send pictures and notify the Association Manager and Board of Directors upon completion. I also acknowledge that no construction is permitted until written approval is received. I submit this Application and attached plans for review. I understand that building permits for these improvements may be required and the cost of any permits and the responsibility for obtaining said permits and subsequent County inspections will be the responsibility of the undersigned. I acknowledge that architectural approval is not intended to be, nor shall it be considered, a substitute for approval by the necessary and appropriate County agencies.

\_\_\_\_\_ (Initial) I/we acknowledge that any permanent structure built on Windmill Meadows private drainage easements and/or utility easements (shown on homeowner's plat) are the responsibility of the homeowner to remove and re-install structure if access or service is required for repairs.

\_\_\_\_\_ (Initial) I/we acknowledge that any improvement that causes damage to the current curbing or sidewalks belonging to the Windmill Meadows Community is the responsibility of the homeowner to repair and/or replace if needed, (Article IV, Section 2).

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date of Submission

