

# WEBBS LANDING HOMEOWNERS ASSOCIATION (WLHA)

## Architectural Review Committee

### PROJECT APPROVAL REQUEST FORM

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To maintain the appearance and continuity of our community, to preserve property values and to insure a harmonious living environment, the Webbs Landing Homeowners Association (WLHA) has established an Architectural Review Committee (ARC).

All proposed improvements, additions or modifications to the exterior of structures and lots in Webbs Landing must be submitted to the Architectural Review Committee for review, approval or disapproval and comply with the Webbs Landing Homeowners Association Covenants which can be found [here](#).

Per the WLHA Covenants, please complete this form and submit it for approval before making any changes to the exterior of your house. **No work should begin until your request has been approved.**

The property owner takes full responsibility for any modifications made on his or her property.

It is your responsibility to build within your property lines. As such, we recommend that you obtain a professional survey, or you may determine your property lines yourself using the property pins. Please include along with this application, a simple drawing of where the work will be located on your lot in relation to your lot lines and home. If you plan to build any structures, please list the types of materials you plan to use, as well as colors to be applied, and show the design of the structure.

Note that all construction and installation of any improvements shall comply with local, state, and federal building and land use regulations. Compliance with these regulations is the responsibility of the homeowner. This review and approval is not a review, nor an approval, for compliance with any local, state, or federal building or land use regulations.

Building, electrical, or plumbing permits may be required. The determination of the necessity of any permits is the responsibility of the homeowner. Obtaining any necessary permits is the responsibility of the homeowner.

Changes to the proposed plan necessitated by permits or compliance with local, state, or federal building or land use laws are subject to additional review by the Architectural Review Committee (ARC).

Please keep in mind: The Committee reviews plans and specifications as to style, exterior design, appearance and location and does not approve engineering design or compliance with zoning or building ordinances.

Give the complete homeowner name and address of the home for which the modifications are being requested. Please make note if the owner's mailing address is different from the home address where the modifications are being requested.

To submit this request by email, please scan or photograph this form and any other pertinent documents and email them to the WLHA at [waha@webbslanding.org](mailto:waha@webbslanding.org).

To submit this request by mail, please mail all documents to the Webbs Landing Homeowners Association at the address below.

Webbs Landing Homeowners Association  
Architectural Review Committee  
PO BOX 463  
NASSAU, DE 19969

Three-dimensional drawings, photographs, brochures and material samples are welcomed.

Aerial images of Webbs Landing properties can be found [here](#). Copying and pasting your property from the aerial image and then editing it with the modifications you will be making might be of help describing your project.

If you have any questions, please contact the WLHA using the contact information above.

Please PRINT legibly

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

Date: \_\_\_\_\_

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

Mailing Address (if different from above: \_\_\_\_\_

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

Desired Start Date: \_\_\_\_\_ Anticipated Length of Project: \_\_\_\_\_

Project Description: *(Please provide as much detail as possible.)*

Materials to be used:

*If you need more space, please use a separate piece of paper but make sure to submit it with this form.*

Sketch or Illustration of Project: *(Be sure to include all dimensions and show where you intend to build your proposed project, in relation to the location of your house and property lines.*

I/we agree to adhere to the Covenants of the Webbs Landing Homeowners Association (WLHA) as it pertains to this submittal and to abide by the conditions imposed by the Architectural Review Committee. I/we declare the plans and specifications of existing conditions are true and correct. I/we further declare that I/we have fully disclosed to the Committee all improvements that may impact neighboring properties.

I/we understand that my proposed improvements may require a permit from the City/County or other government agencies and I/we will obtain all required permits before commencing any work. I/we am aware that any changes may result in substantial damage to adjacent properties. All changes will be on my/our property or property lines.

If any portion of the Association's properties or adjacent properties are disturbed or damaged by my/our contractor, agent, or myself/ourselves, I/we agree to restore the Association's or adjacent property to its original condition at my/our expense. I/we will assume responsibility for all future maintenance of this addition or improvement.

\_\_\_\_\_  
Owner(s) Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner(s) Signature

\_\_\_\_\_  
Date

**HOMEOWNER PLEASE DO NOT WRITE BELOW THIS LINE**

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Date Received: \_\_\_\_\_ Approved as Submitted: \_\_\_\_\_ Not Approved: \_\_\_\_\_

Date Returned: \_\_\_\_\_ Approved with Conditions: \_\_\_\_\_

Comments:

**Architectural Review Committee:**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_