

Holiday Village CSA
1 Holiday Blvd., Mt. Laurel, NJ 08054

A.R.B. APPLICATION – REQUEST FOR APPROVAL OF EXTERIOR IMPROVEMENT

The purpose of the Architectural Review Board (ARB) is to regulate the external design, appearance and maintenance of the properties and of improvements/modifications thereto in such a manner as to preserve and enhance property values and to maintain a harmonious relationship among structures and natural surrounds.

Homeowner Name :

Address:

House Model:

Phone#

Current Siding Color:

INSTRUCTIONS:

- **Applications must be received in the office by 3:00 on the 3rd Wednesday of the month. ARB meetings are held on the 4th Wednesday monthly.**
Applications received after the deadline will be held until the following meeting.
- **Proper completion of this application will expedite processing.** Incomplete applications will be returned without approval.
- **Application MUST be accompanied by a copy of the survey** (provided to each homeowner at the time of settlement) **showing location and dimensions of proposed changes to scale.**
- **All dimensions, and any other information, which are necessary for clarity (materials, pictures, color, type of construction, drawing, etc.) must be included.**
- **Township Approval is required for all construction.** Prior ARB approval is necessary before submission to the Township. All outside improvements/changes require ARB approval and must have the necessary construction and zoning permits from Mt. Laurel Township.
- **Work must begin within six (6) months of approval and completed within ninety (90) days from the start of project.** If work is not started within six months, the approved application will be null and void.

Liabilities:

ARB approval of a project is valid to the extent that such project complies with ARB guidelines. It does not relieve the homeowner of responsibility to maintain the original drainage pattern required by Township and delivered to the homeowner by the builder.

Before undertaking new construction, the homeowner and/or their contractor should ascertain that the new construction will not interfere with proper drainage of the property. Any deviation of existing drainage and/or damage to common property due to changes listed in the homeowner's application will be required at the expense of the homeowner. The homeowner assumes all responsibility for any adverse effect on drainage caused by new construction and will not hold the builder, Holiday Village CSA or the ARB responsible. ARB approval of home improvements shall not relieve the homeowner of all liabilities.

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DESCRIPTION OF PROJECT:

I request approval of the Architectural Review Board to undertake the above improvement or modification to my property at the address shown above in Holiday Village CSA.

I acknowledge that any exterior improvement or modification to my property such as, but not limited to, patios, sprinkler systems, landscaping and additions must comply with the Holiday Village CSA guidelines and approvals, as well as any necessary Township requirements regarding same, prior to the work being started.

Homeowner signature: _____ **Date:** _____

This space is for use by the office and the ARB only:

Pre-Inspection: Approved Not Approved

Inspected By _____

Application Code: _____

Date Application Received: _____

Application is: Approved: Not Approved: Need more information:

ARB Comments:

Signature: _____ **Date:** _____

Chairperson, Architectural Review Board

Jan ____ Feb ____ Mar ____ Apr ____ May ____ June ____ Jul ____ Aug ____ Sept ____ Oct ____ Nov ____ Dec ____

Completion Inspection Date: _____ **Completion Inspection By:** _____