



The Villages of Oak Creek Homeowners' Association
Architectural Review Board (ARB)
c/o Capital Property Solutions
P.O. Box 630
Worthington, Ohio 43085

Application for **Building Addition** _____ *describe the type*

Structures may include but not limited to (garage addition, home addition, sun room)

Resident Information

This section must be filled in completely.

Name: _____

Address: _____, Lewis Center, OH 43035

Phase: _____

Lot No.: _____

Phone No.: (____) ____-_____

Email: _____

Date: _____

Checklist for all structures

_____ Property survey plan (from original lot purchase)

*This will depict home location, easements, property line. This information is typically found in your property's closing paperwork.
(show a hand sketch of structure location, setbacks)*

_____ Architectural design drawings and specifications

(Sufficient details of structure, dimensions, etc)

_____ Construction materials

_____ Estimated construction start and finish dates

Construction safety

The contractor is required to follow all federal (OSHA), state and local building code requirements during the work. The contractor shall place reflective orange safety cones next to their vehicles parked on the street. They should not block the sidewalk with vehicles materials. Demolition materials should be disposed of properly and not left on the property grounds or curbside.

Contractor Information

If Applicable

Company: _____
Name: _____
Address: _____
Phone No.: (____) _____ - _____
Email: _____

Structure Information

Length: _____
Width: _____
Type: _____
Footing Depth: _____ (shall be set a minimum 36")
Type: _____
Siding, Stone: _____

Note: The siding shall match the home's color and type. Stone shall be neutral color.

Notes

Allow up to 30 days for your application to be reviewed.
Refer to your lot's deed restrictions for structure building requirements and limitations. It varies from phase to phase within VOCHOA. Find more information at www.VillagesofOakCreek.com.

Township and County Permits

You should obtain all local zoning permits prior to beginning your project. For requirements, contact Orange Township office at (740) 548-5430. The residence is responsible for any county permits for construction too.

This section will be completed by ARB Committee

_____ Date Application was received
_____ Date Requesting additional information, if application was incomplete
_____ Date of Approval or
_____ Date of Disapproval

Signature of ARB or Association Trustee