



800 Chimney Hill Parkway
Virginia Beach, VA 23462
Phone (757) 463-3805 Fax (757) 463-5266

REQUEST FOR APPEAL OF ARCHITECTURAL CONTROL COMMITTEE RULING

Date of Request: _____

Homeowner's Information:

Homeowner(s) Name: _____

CHA Property Address: _____

Homeowner's Mailing Address: _____

Daytime Phone# _____

Email address: _____

Style/Type of home cited: Single Family _____ Townhome _____

Violation Information:

Date(s) Cited: 1st Notice: _____ 2nd Notice: _____

Days given to resolve 1st Notice: _____ 2nd Notice: _____

Total # of days given: _____

ACC Code cited: _____

Action required to resolve violation: _____

Appeal Information:

Reason for appeal:

The following Documents are attached with this request: _____

I understand that by submitting this request it does not absolve me of the current penalty imposed by the Architectural Control Committee (ACC) at the Due Processing hearing conducted on:
_____.



800 Chimney Hill Parkway
Virginia Beach, VA 23462
Phone (757) 463-3805 Fax (757) 463-5266

You have the right to submit any new evidence and to present this evidence to the Board at your Appeal Hearing. You will be notified of such hearing via Certified mail (14) fourteen days in advance of the scheduled Appeal Hearing. The CHCA Board of Directors will review this request and any existing and new evidence that you submit at your Appeal Hearing. You will be notified of the Board's ruling (7) seven days after the scheduled Appeal Hearing.

You have the right to have an attorney present for the Appeal hearing, and should you choose to exercise this right, please inform the Association's office Staff at least (7) seven days in advance of the scheduled hearing.

Please be advised that the Board of Directors will not entertain any of your concerns unless your homeowner dues are paid in full.

Also please be aware that the Board Appeal Hearing Letter will be sent Certified Mail, there will be a Certified Letter fee assessed to your account in the amount of **\$6.75**.

NOTE: The Board of Director's decision is final.

Owner's Signature: _____ **Date:** _____

OFFICE USE ONLY

Received By: _____ **Date Received:** _____

Hearing Notice Sent: _____

Hearing Scheduled: _____

Board's Decision: _____