



Application for **NEW DOCK**

Date: _____ Lot Number: _____

Lot Owners Name(s) _____

Address: _____

Day Phone: _____ Eve Phone: _____

Email: _____ Fax Number: _____

All Application Packages must contain an original, signed copy of this form with:

1. Three (3) legible copies of the Site Plan; including extent of any area to be cleared, the dock location on the shoreline with measurements, and setbacks.
2. Three copies of the dock sketch with measurements for all dimensions.
3. Materials description or samples
4. Contractor Name _____
Address _____
Phone Number _____
Email _____
5. Contract Start Date for Construction _____
6. Please review the THHA Dock Guidelines and ensure the dock plan fits within the extents and design BEFORE submission. No work may be started prior to THHA approval.

The Board cannot start the review process without a complete package submission of the above items. The Board requires a maximum of 30 calendar days to review and approve all applications, and to request any items that may have been overlooked. Failure to provide all items may result in the start of the 30-day period being postponed until all the content is received. The Board will endeavor to issue approvals in less time whenever possible.

Thank you,

THHA Board of Directors

Send Application Packages to: THHA - BOD Application
PO Box 554
Reedville, VA 22539

Please call a Board Member when you have a package on the way to ensure a timely response.

Owner's Acknowledgements: I understand

1. ...that nothing herein contained shall be construed to represent that alterations to land or buildings in accordance with these plans shall not violate any of the provisions of building and zoning codes of the County of Northumberland nor the Chesapeake Bay Act to which the above property is subject. Further, nothing herein contained shall be construed as a waiver or modification of any said restriction.
2. ...that any clearing or construction undertaken by me or in my behalf before written approval of this Application is prohibited; that if such projects are started I may be required to return the property to its former condition at my own expense if this application is disapproved wholly or in part; and, that I may be required to pay all legal expenses incurred.
3. ...that any approval is contingent upon construction being completed in a workmanlike manner.
4. ...that members of the Board are permitted to make project inspections *with permission* from the Lot Owner during the approval process.
5. ...that a copy of this application will be returned to me after review by the Board.
6. ...that there are land alteration and architectural requirements covered by the Covenants and a review process established by the Board.
7. ...that the construction authority granted by this application will be revoked automatically if the project(s) requested and approved have not commenced within 120 days of the stated construction Start date on this application and/or are not compliant with dates contained in the Covenants, or a renewal request letter has not been sent to the Board with an explanation of delays and any changes to the start date.
8. ...that all improvements must meet governmental codes. My signature indicates that these standards are met to the best of my knowledge. I understand that application for all required building permits are my responsibility.
9. ...that any variation from the original application must be resubmitted for approval.
10. ...that because this dock structure will extend into Twin Harbors Homeowners Association Common Ground, i.e. the bottom of Owens Pond, any approval for construction is granted upon the condition that said structure shall be maintained in a safe and serviceable condition, and that damage resulting from deterioration, storm damage, or other degradation shall be repaired promptly by the Site Owner and in such manner as to restore the structure to its original, approved configuration, and that if such repairs are not made within 90 days of structural compromise the Association shall require the removal of the remaining structure at the owner's expense. Also, no change or modification to an approved structure shall be made without further approval from the Board in response to a further formal application. THHA Association will not be responsible for repairs, damages, etc. to the structure or components.

Owner/Applicant Signature: _____ Date _____

Owner/Applicant Signature: _____ Date _____

Attachments: (Plat, plans, etc) _____

FOR BOARD USE ONLY:

Date Received: _____

By Member: _____

Package Complete? Y N

If no, attach notice to applicant for required information.

Resubmission date: _____

Package Complete? Y N

Approved: _____

Date: _____

Disapproved: _____

Date: _____

Attach Comment sheet if necessary. Comments Attached? Y N