

The HAMLETS Homeowners Association

P.O. Box 270 Manassas, VA 20108

Architectural Review Board (ARB) – Notice

www.thehamlets.com

Property Address (number & street) _____ **Lot** _____ **Owner** _____

The HAMLETS HOA governing Covenants and Rules & Regulations outline and define the “Architectural Standards” associated with Lot compliance. During the Architectural Review Board’s recent community walk-thru inspection on _____, the following item(s) in need of remedy were observed and noted below. This “notice” is to document the architectural violation(s) so that corrective action may be initiated and completed. Thank you in advance for your efforts to uphold the HOA’s standards and in keeping The HAMLETS community well maintained.

Architectural Feature	Item	Additional Information & Clarification
Roof Shingles / Vents		
Chimney / Metal Cap		
Gutters / Downspouts		
Brick / Siding / Soffit		
Foundation / Porch Stoop		
Solar Panels / Radon System		
Windows / Wood Trim		
Garage Doors / Wood Trim		
Dormers / Wood Trim		
Front Door / Wood Trim		
Medallion Vent / Wood Trim		
Porches / Wood Trim		
Storm / Screen Door		
Shutters		
Affixed External Light Fixtures		
Front Post / Light / Sensor		
Deck / Screened Porch		
Shed / Gazebo / Playset		
Patio / Hardscaping		
Fencing / Gates		
Mailbox and Post		
Driveway / Sidewalk		
Pool / Jacuzzi / Rear Awning		
Vehicles / Trailers / Boats		
Trash / Bins / Debris		
Yard / Grass / Bushes / Trees		
Other:		

Date to be remedied by: _____ **HOA POC(s):** _____

This Lot / property was inspected by: _____

Refer to The HAMLETS HOA webpage at www.thehamlets.com and review the descriptive and helpful Lot owner job aides under the menu “Homeowners Resources” within the section “External Home Maintenance and Changes.” This/these architectural violation(s) is/are to be remedied in the time specified, or appealed to the Board of Directors within fourteen (14) days of receipt of this notice. If not remedied, additional steps per VA law can be initiated by the HOA. Lot owners have the right to have legal representation.