

Hethwood Foundation

750 Hethwood Blvd., #100 H Blacksburg, Va. 24060 540-552-5252

APPLICATION TO CONSTRUCT AN ACCESSORY STORAGE STRUCTURE

(Updated 11/06/08)

Applicant Name _____ Signature _____
Address _____ Telephone # _____
E-mail Address _____ Cell Phone# _____

ATTACHMENTS:

1. Brief narrative describing the proposed project's general appearance, visual impact on neighboring property and special measures to be taken to maintain the architectural harmony of the neighborhood.
2. A dimensioned plan drawn to a defined scale showing the character and location of the proposed change/addition on the site. In some instances, a plat of the property may be more appropriate (such as an addition to the home or accessory storage building) and can be obtained from the Montgomery County Courthouse.
3. Preliminary construction drawing showing materials, colors, textures, (samples are very helpful) and additional notes relevant to determining appropriateness of the proposed change/addition at the location indicated.
4. To assist us in expediting the approval process, please list the **name, address** and **telephone numbers** of any adjacent property owners(s). Have you contacted your neighbors regarding this change?

_____ yes no
_____ yes no
_____ yes no
_____ yes no

Prior to construction the applicant is responsible for checking with the Town of Blacksburg Planning Department to determine building and zoning ordinances that may apply. The applicant is responsible for obtain the necessary building and/or zoning permits from the Town of Blacksburg.

Date Received in Hethwood Office _____ Notes: _____
Date to ACC _____ Date Due from ACC _____ Date Due to Homeowner _____
APPROVED _____ NOT APPROVED _____
APPROVED WITH CONDITIONS NOTED _____

Architectural Committee _____ Date _____

Hethwood Foundation, Inc. _____ Date _____

**POLICIES, STANDARDS AND PROCEDURES FOR CONSTRUCTION OF
ACCESSORY STORAGE STRUCTURES**

(Adopted 1/15/91) (Amended 1/15/01, 11/05/08)

I. GENERAL INFORMATION

- A. The development and use of all residential property in Hethwood is subject to the covenants and restrictions contained in the deed of conveyance, of each parcel of property in the subdivision.
- B. These covenants and restrictions vest the Hethwood Foundation with the responsibility and authority to adopt and administer supplementary regulations and procedures necessary to carry out the intent of the deed restrictions and foster the interests of the Hethwood neighborhood.

II. POLICIES AND STANDARDS

- A. A “supplementary storage structure” is defined a building, not more than 130 square feet in area and not more than one story, with a roof and enclosing walls which is primarily intended for the storage of supplies and equipment used incident to the residential occupancy of the premises on which it is located. Such a storage structure is either free standing or attached to an existing residence. For the purpose of these regulations, a garage that is attached to or integral with a residence is not considered a supplementary/accessory storage structure.
- B. It is the policy of the Hethwood Foundation to limit the construction of supplementary/accessory storage structures to those, which are attached to existing residential structures in an architecturally harmonious manner.
- C. Free standing storage structures will be permitted only under all three (3) of the following special conditions and circumstances:
 - 1. It is not practical or aesthetically appropriate to attach the storage structure to the existing residence.
 - 2. The topography and surrounding vegetation effectively screens the view from adjacent property and there is no significant visual impact.
 - 3. The architectural appearance of the storage structure is in harmony with that of the residence it serves.
- D. Structures existing at the time of the adoption of these regulations, which do not conform to them, must be brought into conformance or removed by Jan 1, 1996.

III. PROCEDURES FOR OBTAINING APPROVAL

- A. Applicant obtains copy of relevant regulations and procedures and an application form from the Hethwood Foundation (HF). *It is highly recommended that a homeowner wishing to make a change or addition, invite the ACC to their homes for consultation and advice before making a formal application for change.*
- B. Applicant files application with the Hethwood Foundation who will verify completeness. The thirty days approval process will start only after the application is complete, with all the necessary attachments (listed on front page) for an informed decision. The application will be given to the Architectural Control Committee (ACC).
- C. The Architectural Control Committee may discuss the proposal with the applicant and also may contact adjacent neighbors. The Architectural Committee will then make a determination as to the extent to which the proposed change/addition would be in conformance with policies and standards, and if indicated, convey suggestions as to how the application might be amended to produce conformance.
- D. The Architectural Control Committee will then transmit its report and recommendations concerning the application (in either it's original or amended form as the case may be) to the Hethwood Foundation.
- E. Upon receipt of the recommendation, the Hethwood Foundation will determine final approval or denial. The applicant will be sent a letter to that effect, which will convey any special requirements that may have been imposed as a condition of the approval.
- F. If the application is approved, all work must be completed in a timely manner and the Hethwood Foundation office requests a photograph of the finished product to be put with the application in your file.
- G. If the application is denied, the Hethwood Foundation will communicate that fact to the applicant and the Architectural Control Committee.
- H. Any affected party may appeal the decision to the Hethwood Foundation Board of Directors, which has the final say in the matter.