



Architectural Control Violation Complaint

All homeowners and residents benefit from the planning and design that were an important part in the development of the McCauley Park Property Owners Association community. If a violation of the approved Rules & Regulations is noted, the following information must be provided to an Architectural Review Committee or Board member, or Delegate in order to take action and to inform the member displaying the alleged violation and initiate a Violation Complaint. Mail form to McCauley Park POA, 9235 Shady Grove Road, Suite 200, Mechanicsville, VA 23116 or submit through the community website at www.mccauleyparkpoa.com.

Section 1 – To be completed by Complainant.

Date: _____

1.1 Complainant: _____

1.2 Address/Location of alleged violation: _____

1.3 Section of governing documents being violated: (i.e. Animals, Parking, Exterior Decorative Items, Nuisances, etc.) Must have specific information to pursue. _____

1.4 How long has the violation been occurring? _____

1.5 Complainant description of alleged violation: Must be specific. _____

Section 2 – Completed by ARC/Board member or Delegate.

2.1 Date complaint received: _____

2.2 Written complaint of alleged violation received by: _____

2.3 Confirmation of alleged violation by site inspection: Yes No

2.4 Provide written documentation of inspection:
Date of site inspection: _____
Observed: _____

Attach photos (if available/appropriate).