

LINTON HALL MANOR HOMEOWNERS ASSOCIATION

ARCHITECTURAL IMPROVEMENT REQUEST FORM

Note: Must be submitted in duplicate, including all attachments.
Incomplete forms will be returned and not approved.

WORK MAY NOT COMMENCE UNTIL APPROVAL IS RECEIVED IN WRITING

TO: Linton Hall Manor Architectural Review Committee
c/o Sequoia Management Company
13998 Parkeast Circle
Chantilly, VA 20151
Phone: 703.803.9641
Fax: 703.968.0936

Name of Applicant: _____

Address: _____

City, State and Zip: _____

Telephone (H): _____ (W) _____

ALL WORK MUST BE COMPLETED WITHIN 60 DAYS FROM APPROVAL DATE.

Proposed Improvement: _____

Applicant must complete the following and submit in duplicate with application:

1. Site plan showing size, shape and location of improvement to residence and to adjoining properties (including specific dimensions of improvement and distances to adjoining properties).
2. Manufacturer's brochure, if applicable.
3. Color samples, if applicable.
4. Architectural plans/drawings (for major additions/improvements).
5. Grading plan, if applicable
6. Detailed written description of improvement (if not provided application will be returned pending additional information).

Applicant hereby warrants that Applicant shall assume full responsibility for:

- (i.) All landscaping, grading and/or drainage issues relating to the improvements (including replacing bonds or escrows posted by Developer currently in place affecting the lot).
- (ii.) Obtaining all required City, Town or County approvals relating to said improvements.
- (iii.) Comply with all applicable City, Town or County ordinances.
- (iv.) Any damage to adjoining property (including common areas) or injury to third persons associated with the improvement.
- (v.) Applicant hereby states that they have read the ARC guidelines and agree that all work performed will be in compliance with those regulations.

Signature of Applicant

Date

ARCHITECTURAL REVIEW COMMITTEE RESPONSE

Date Application Received: _____

Request approved as submitted.

Request approved subject to: _____

Request suspending pending submission of: _____

Request disapproved because: _____

Signature – ARC Member

Date

Signature – ARC Member

Date