

**SOMERSET CROSSING HOMEOWNERS ASSOCIATION
APPLICATION FOR EXTERIOR MODIFICATION**

The Architectural Review Committee (ARC) reviews applications for exterior modifications to your home. Please be sure to COMPLETELY FILL OUT THIS FORM and return to:

Somerset Crossing Homeowners Association
c/o Sequoia Management Company, Inc.
13998 Parkeast Circle, Chantilly, VA 20151

OR

Email to mruiz@sequoiamgmt.com

SUBMISSION AND/OR VERIFICATION OF RECEIPT OF A COMPLETED APPLICATION DOES NOT CONSTITUTE APPROVAL BY THE ARC COMMITTEE. Per the Architectural Guidelines for Somerset Crossing HOA, the ARC has up to 45 days to make a decision. Please plan your project accordingly.

APPLICANT'S NAME: _____

ADDRESS OF PROPOSED CHANGE: _____

ALTERNATE MAILING ADDRESS (IF APPLICABLE): _____

HOME PHONE: _____

WORK PHONE: _____

CELL PHONE: _____

EMAIL ADDRESS: _____

FIRST SUBMITTAL: YES: _____ NO: _____ RESUBMITTAL: YES: _____ NO: _____

Describe proposed changes (attach additional sheets if needed):

STYLE: _____ COLOR: _____

DIMENSIONS: _____ MATERIALS: _____

LOCATION: _____

OTHER DETAILS (i.e. color scheme of the home): _____

Estimated Start Date: _____ Estimated Completion Date: _____

(Allow 45 days for ARC approval prior to start date)

Include Attachments:

- Drawings, sketches, photographs, pictures of the proposed improvement.
- Plat plan (survey) of your lot and adjacent street and lots indicating where the proposed improvement is to be installed.

Signatures of affected neighbors (those adjacent to your lot on all sides) are required for notification purposes only; however, without signatures the application will be delayed. Please obtain signatures of property owners who will be most affected by the change.

(Minimum of 2)

Printed Name	Address	Signature

1. I hereby certify that the information I have provided is accurate to the best of my knowledge. I further certify that, once approved, I shall construct the proposed improvement according to the approved plans, schedule, and specifications. Permission is hereby granted to members of the Somerset Crossing HOA and its representatives to enter on my property as necessary to review the proposed project.
1. I agree that compliance with Somerset Crossing Homeowners Association Architectural Guidelines and approval by the ARC does not constitute compliance with county building and zoning codes, and ARC approval shall not be construed as a waiver or modification of any code restriction.
2. I agree that no changes will be started until written approval of the ARC has been received by me, and that if changes are made, I will be required to return the property to its former condition at my own expense.

HOMEOWNER'S SIGNATURE: _____ DATE: _____

FOR ARCHITECTURAL REVIEW COMMITTEE ONLY



Approved – As Is



Approved – With Comments (See Below)



Denied – With Comments (See Below)

Comments:

1. All exterior modifications must meet the requirements of the Prince William County Zoning/Building codes.
2. All exterior modifications must meet Prince William County minimum setback specifications and may not be constructed across Building Restrictions Lines (BRL) shown on individual side plans (plats).
3. All exterior modifications must meet the requirements of the Somerset Crossing Homeowners Association Design and Maintenance Standards.
4. The proposed improvement must be constructed according to the approved plans, schedule, and specifications.

ARC Signature	Date	ARC Signature	Date
ARC Signature	Date	ARC Signature	Date