

ARCHITECTURAL CONTROL COMMITTEE

APPLICATION FOR REVIEW OF PROPERTY ALTERATION

Please print or type all information.

From: Name: _____ Address: _____

Home Phone: _____ Work Phone: _____ Date Received By ACC: _____

DESCRIPTION OF EXTERIOR CHANGE

Please provide a full description of the proposed exterior change as indicated below:

1. Exterior change to be made: _____
2. Attach sketches, construction drawings, photographs, samples, catalog illustrations, dimensions to include: specific location, elevation, width and length.
3. If making color changes, please include a "Property Color Comparison Chart". In addition, photographs and color swatches are requested.
4. Attach a plat showing the location and footprint of exterior improvement(s).
5. Include other information required by specific guidelines for this construction.
6. Estimated start date _____ and completion date _____.
7. Describe the improvement(s) on an additional sheet(s) of paper. Incomplete information will delay the processing of the application.

I have read the ACC Guideline(s) provisions relevant to this application and agree to abide by them. I understand that approval of this application by the ACC is not final for 10 days after ACC action has been taken. The time period to appeal that action (10 days) has elapsed.

Signature of Applicant: _____ Date: _____

===== **ACKNOWLEDGMENTS** =====

Please obtain the signatures, addresses, and phone numbers of all neighbors (where required and applicable; see application requirements) who are most affected by this proposed improvement because they are adjacent to or have a direct view of the change. Please note that the ACC may request you to notify additional neighbors who are directly affected if they have not signed below. Please show the completed application to neighbors in its entirety.

The signature below does not indicate approval or disapproval of the proposed improvement - it merely indicates awareness of the application. All affected neighbors are encouraged to bring any concerns about, or objection to, the proposed alteration to the attention of the applicant and the ACC (through management) immediately.

<u>Signature</u>	<u>Printed Name and Address</u>	<u>Phone No.</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

- Notes:
- (1) The 30-day review period begins from the day that a complete application with sufficient information is RECEIVED by the Architectural Control Committee
 - (2) In addition to complying with the Architectural and Design Guidelines, the change must also be compliance with the applicable Fairfax County Laws and Ordinances.