



Deerfield Ridge Homeowners Association
c/o Sequoia Management Company, Inc.
13998 Parkeast Circle, Chantilly, VA 20151
csmallwood@sequoiamgmt.com

Name of Owner(s): _____ Date: _____
Address: _____ Lot #: _____
Telephone: (H) _____ (W) _____
E-mail: _____

All applications must be accompanied by the following materials:

The Board of Directors reserves the right to notify neighbors of any improvements that do not conform to the Community guidelines or are not within reason.

1. Attach architectural plans/drawings or photographs of the proposed project. Drawings **MUST** show elevations, dimensions, and height off the ground, relationship to existing structures, railings, footings, color samples if necessary and manufacturer's brochures, if available.
2. Attach a copy of the property plat showing size, shape and location of improvement to residence and to adjoining properties (including specific dimensions of improvement and distances to adjoining properties.)
3. Type of alteration/Change

<u>Second Story Deck</u>	Complete Section (a) below
<u>Ground Level Deck</u>	Complete Section (a) below
<u>Fence</u>	Complete Section (b) below
<u>Patio</u>	Complete Section (c) below
<u>Storm Door</u>	Complete Section (d) below
<u>Other:</u> _____	Complete Section (e) below

Section (a) Deck Additions:

Dimensions: Width across the back of the house (in feet): _____
Dimensions: Length out from the house (in feet): _____
Dimensions: Set back from the property lines (in feet): _____
Railing Height (from surface of deck): 36" minimum per Ffx Co. Reg. _____
Railing type (describe): _____
Type of materials to be utilized: _____
Include information on any additional attachments, such as trellis, lighting, benches, and flower boxes, etc.

Section (b) Fence Additions:

Total Dimensions of the fence: _____
Fence Type: _____
Type of Gate: _____
Type of Materials to be utilized: _____

Section (c) Patio Additions:

Total Dimensions of the patio: _____

Type of materials to be utilized: _____

Section (d) Storm Doors: Front / Back

Storm doors are to be full view, without significant decoration or edging. Storm doors should match the color of the entrance door or the trim around the entrance door.

Section (e) Other: _____

INITIAL EACH LINE FOR EACH STATEMENT. ALL LINES MUST BE INITIALED FOR THE APPLICATION TO BE COMPLETE.

- _____ 1. I must inform management when project is complete. All alterations or improvements must be commenced within six (6) months and completed within twelve (12) months of the approval.
- _____ 2. This modification may require a County building permit or may be subject to other governmental regulations. I agree to obtain all required city/county approvals. Miss Utility will be contacted prior to the commencement of any construction. Approval of this application satisfies only the requirements of the Association and not any obligations to the County or others as may be required.
- _____ 3. I assume full responsibility for all landscaping, grading and/or drainage issues relating to the improvements, including applicable replacing bonds or escrows posted by Developer/Builder currently in place affecting the lot. All work associated with the project will be completed within the property lines. Any damage to adjoining property (including common area) or injury to third persons associated with the improvement is the responsibility of the lot owner/party conducting the work.
- _____ 4. No work on this proposal will commence until I receive written approval of the Association. To do so is a violation of the Covenants of the Association and may result in my being required to remove an unapproved modification and restore my property to its original condition at my own expense if this application is disapproved. I also understand I may be held responsible for any legal fees incurred on behalf of the Association in enforcing this provision.
- _____ 5. An approval is contingent upon the construction being completed in a timely and a professional and workmanlike manner as per the specification as submitted in this application. Any modification to any approved application must be resubmitted for review and approval.
- _____ 6. Members of the Board and/or Managing agent may enter upon my property to make inspections.
- _____ 7. There are architectural requirements addressed in the Design Standards and the Declaration and a review process as established by the Board of Directors.
- _____ 8. The approval authority granted by the Association (if so granted) will automatically expire should the proposed project not be commenced within 180 days of the approval or completed within one year of the approval that a variation from the original application must be submitted for approval of the Association.

Owner(s) Signature: _____ **Date:** _____

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- Approved
 - Approved with amended conditions: _____

 - Disapproved: _____

Committee Representative: _____ Date of Decision: _____