

ARCHITECTURAL IMPROVEMENT REQUEST FORM

ROCKLAND VILLAGE HOMEOWNERS ASSOCIATION

To: Architectural Review Committee
c/o Capitol Property Management
3914 Centreville Road, Suite 300
Chantilly, VA 20151

Name(s) of Applicant(s): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: (Home) _____ (Work/Cell) _____

Email: _____

Description of Proposed Improvement (if more space is needed, please use back of this sheet):

Applicant must submit the following with the application:

1. Site plan showing size, shape and location of improvement to residence and adjoining properties (including specific dimensions of improvement and distances to adjoining properties).
2. Manufacturer's brochure, if available.
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) Complying with all applicable City, Town or County ordinances;
- (iv) Any damage to adjoining property (including common area) or injury to third persons association with the improvement.

Applicant hereby states that they have read the ARC guidelines and agree that all work performed will be in compliance with those guidelines.

Signature of Applicant

Date

Signature of Adjoining Neighbor (left side)

Date

Print Name of Neighbor (left side)

Street Number & Street Name

Signature of Adjoining Neighbor (right side)

Date

Print Name of Neighbor (right side)

Street Number & Street Name

Signature of ARC Member

Date

-----DO NOT WRITE BELOW THIS LINE-----

ARCHITECTURAL REVIEW COMMITTEE RESPONSE:

_____ Request approved as submitted. Date Application Received: _____

_____ Request approved subject to: _____

_____ Response suspended pending submission of: _____

_____ Request disapproved. Reason for disapproval: _____

Signature – Board Member

Date