



Cameron Station Community Association, Inc.

EXTERIOR MODIFICATION APPLICATION

APPLICATION SECTION

Homeowner(s) Name: _____ Lot: _____
Address: _____ Phone (h) _____
Proposed Start/Completion Dates: _____ (w) _____

Please provide a complete, detailed description of the proposed modification, including sketches, drawings, a lot survey/site plan and a written description. Please refer to the Architectural Design & Maintenance Standards for the specific information that is to be provided for the type change proposed. Use as many additional sheets as needed. Complete separate application forms for each exterior modification requested.

APPLICATION CONDITIONS

Nothing contained herein shall be construed to represent the modifications to land or buildings in accordance these plans, shall not violate any of the provisions or Building or Zoning Codes of the City of Alexandria, to which the above property is subject. Further, nothing herein contained shall be construed as a waiver or modification of and said restriction.

Exterior Modification Application

City of Alexandria ordinances require you to file plans with the *Department of Planning & Zoning* for construction and modifications requiring a building permit.

I understand and agree that no work shall commence on this requested project until written approval of the ARC has been received by me.

I understand that any construction or exterior modification undertaken by me or on my behalf before approval of this application is not allowed and that if modifications are made, I may be required to return the property to its former condition at my own expense if this application is disapproved wholly or in part, and that I may be required to pay all legal expenses incurred by the Association in enforcing this should I object.

I understand that members of the Architectural Review Committee or their designated representative are permitted to enter upon my property at any reasonable time for the purpose of inspecting the proposed project, the project in progress, and the completed project- and that such entry does not constitute trespass.

I understand that any approval is contingent upon construction or modifications being completed in a workmanlike manner and in full compliance with applicable City of Alexandria standards and specifications. Any deviation from the modification approved by the ARC must be submitted for ARC review.

The ARC will render a decision within 45 business days of receiving a completed application.

It is understood that I am aware of the Cameron Station Architectural Design & Maintenance Standards with regard to the review process as established by the Board of Directors.

The modification authority granted by an application will be revoked automatically if the modification requested has not been completed within 30 days of the approval date of this application, and completed within 30 days from commencement of the work, unless so expressly stated otherwise by the ARC.

I acknowledge I have read the Application Conditions in submitting this application.

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

ARC ACTION

The Architectural Review Committee (ARC) reviewed the application and took the following action:

Approved **Disapproved** **Request for more information**

Comments or Stipulations: _____

ARC Signature: _____ Approval/Disapproval Date: _____

If you disagree with the above decision, an appeals procedure is provided by the Cameron Station Community Association, Inc. Board of Directors. A written request for an appeal must be made within ten (10) days of receipt of the ARC's decision.
