

**WAKEFIELD CHAPEL WOODS HOMES ASSOCIATION  
REQUEST FOR APPROVAL OF EXTERIOR MODIFICATION**

**INSTRUCTIONS:** Article VI of the Association's Declaration of Covenants Conditions and Restrictions requires that approval of the Association's Architectural Committee to be obtained for "modifications which would materially affect or change the appearance of the house or lot as viewed from the Common Area, streets or other lots." These include, but are not necessarily limited to, buildings, structural additions, or alterations to the exterior of any structure, changes in any exterior color, fences, walls, hedges, sheds, decks, raised patios, some antennas, swimming pools, walks, driveways, exterior light fixtures, statuary, grading or any other changes to the topography.

**WHAT YOU MUST DO:** Complete, sign and submit this application to the Architectural Committee and be available to answer questions (Send to Architectural Committee, WCWHA, PO Box 1151, Annandale, VA 22003 or deliver to the home of the Architectural Committee Chair at 8513 Sugarbush Ct).

**WHAT THE COMMITTEE MUST DO:** Act on your request within 30 days of the date it receives the request (has it in hand. If your request is approved, it will assign a committee member as liaison to you,

**THE COMMITTEE'S OPTIONS:** (1) Approve the request (2) Disapprove the request (3) Disapprove the request subject to reconsidering it when you provide additional information the committee needs (the committee will specify what is needed.)

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**NAME (of owner (s)):** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**APPROVAL IS REQUESTED FOR** (Check ONE or MORE):

- New color or shade (of painting or siding)  Replacement windows or storms  Shed  Outside lighting fixture
- New door or screen door not matching old  Fence  Garage/Carport  Deck  Swimming pool/hot tub/jacuzzi
- Paving that does not just replace old paving  Play equipment that is fastened to the ground  New hedge in front yard
- Other modification that changes the way the exterior of the property looks.**

**PLEASE DESCRIBE THE PROPOSED MODIFICATION SO THAT THE COMMITTEE CAN ENVISION IT. If a color change, attach a paint chip or sample. Attach drawings if that would help to show location or design. (Remember that if the committee can't envision it, approval may be delayed – pending asking for and receiving additional information.)**

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(Attach additional sheet if more space is needed.)

**APPROXIMATE DATE YOU WOULD LIKE TO BEGIN WORK:** \_\_\_\_\_

**APPROXIMATE DATE YOU EXPECT THAT WORK WILL BE COMPLETED:** \_\_\_\_\_

\*\*\*\*\***COMMITTEE ACTION**\*\*\*\*\*

Date Rec'd \_\_\_\_\_ Liaison Assigned: \_\_\_\_\_

**ACTION:**  Approved  Disapproved  Disapproved pending additional information

Date notice of committee action mailed or delivered: \_\_\_\_\_

For the Architectural Committee (signature): \_\_\_\_\_