WATERFORD HOMEOWNERS ASSOCIATION, INC.
APPLICATION FOR EXTERIOR MODIFICATION

Name of Owner(s): _____

Address of Proposed Change: _____

Mailing Address (if different): _____

Home Phone: _____ **Work Phone:** _____ **Lot No.:** ____

E-Mail Address: _____

Is this the first Submittal of this Modification Request? Yes ____ No ____

INSTRUCTIONS TO APPLICANT:

1. Consult the Waterford Architectural Control Committee (ACC) Statement of Mission, Rules and Regulations, and Bylaws and Covenants – January 1997 (as Amended 7/14/98, 8/17/04 and 5/9/05) for specific submittal requirements for each proposed change.
2. Submit application form, drawings, measurements, samples and other required documents to:

   Waterford Homeowners Association, Inc.
   Architectural Control Committee
   P. O. Box 702
   Vienna, VA 22183

3. Certain exterior changes will require a house location (plat) survey indicating the location of the proposed changes.
4. All ground level patio and deck applications should describe in detail how drainage will be maintained and how downspout water runoff will be directed. Include description of pipe and drainage bed if applicable.
5. Read the section entitled Homeowner Responsibilities and sign the agreement on the reverse.

Describe Proposed Changes (attach additional sheets if needed):

_____

_____

_____

_____

Estimated Start Date: _____ Estimated Completion Date: _____
(Allow up to 30 days for ACC approval prior to start date)

Homeowner Agreement:

1. I agree that compliance with Waterford Homeowners Association Covenants and ACC Rules and Regulations and approval by the Waterford ACC do not constitute compliance with Fairfax County building and zoning codes and that ACC approval will not be constituted as a waiver or modification of any code restriction.
2. I agree that work will not be started until written approval of the ACC has been received by me, and that if changes are made without approval, I will be required to return the property to its former condition at my own expense and pay full legal fees incurred if this application is disapproved.
3. I agree that the authority granted to make the proposed changes will be revoked automatically if the changes requested have not commenced within 180 days of the approval date and completed by 180 days thereafter.
4. I agree to repair/restore any common area property that I or my agent/contractor may damage during the completion of this modification/project for which I am applying.
5. I agree that I or my agent/contractor will properly dispose of, off-site, any construction debris generated by this modification/project, including any construction debris not picked up by the Association trash hauler.

I have read and understand the above.

Homeowner's Signature: _____ Date: _____

Helpful Checklist for Homeowner:

_____ I have consulted the most recent edition of the ACC Rules and Regulations.
_____ I have included a detailed description of the proposed changes.
_____ I have included a detailed drawing of the proposed changes.
_____ I have included paint chips, brochures, or whatever is necessary for the ACC's review.
_____ I have included a plat survey for all structural changes.
_____ I have read and signed the application.

FOR COMMITTEE USE ONLY:

ACTION: _____ **APPROVED** _____ **DENIED**

CONDITIONS: _____

COMMITTEE SIGNATURES:

Name	**Signature**	**Date**	**YES / NO**
Name	**Signature**	**Date**	**YES / NO**
Name	**Signature**	**Date**	**YES / NO**
Name	**Signature**	**Date**	**YES / NO**