

APPLICATION FOR EXTERIOR MODIFICATION
PRINCE WILLIAM COUNTY CENTER OWNERS ASSOCIATION

Name: _____

Phone (W): _____

E-Mail: _____

Phone (H): _____

Phone (Cell): _____

****Indicate Preferred Phone****

Property Address: _____

Mailing Address (if different): _____

Section: _____

Lot: _____

Builder: _____

PROPOSED IMPROVEMENT

The proposed alteration should relate favorably to the landscape, the existing structure and the neighborhood. The primary concerns are access, view, sunlight, ventilation, and drainage.

Location of Proposed Improvement: _____

Style: _____

Color: _____

Dimensions: _____

Materials: _____

Other details (i.e., color scheme of the home; deck, fence, etc.) _____

Attachments:

- Drawings, sketches, photographs, colored pictures of the proposed improvement.
- Plat plan (survey) of your lot indicating where the proposed improvement(s) is to be installed. (Refer to Prince William County Center Design and Maintenance Standards for additional detailed information.)

SIGNATURES OF AFFECTED NEIGHBORS/OWNERS (THOSE ADJACENT TO YOUR LOT ON ALL SIDES) ARE REQUIRED FOR NOTIFICATION PURPOSES ONLY; HOWEVER, WITHOUT SIGNATURES, THE APPLICATION MAY BE DELAYED FOR FUTURE REVIEW. Signature by the adjacent owners do not constitute approval of the modification. It is for notification purposes of the proposed modification only.

Printed Name

Signature

Lot #

Printed Name

Signature

Lot #

Printed Name

Signature

Lot #

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INITIAL EACH BOX – (Owners' Acknowledgement)

I hereby certify that the information I have provided is accurate and to the best of my knowledge. I further certify that, once approved, I shall construct the proposed project according to the approved plans, schedule and specifications. I agree to resubmit this application if I choose to change the project's specifications.

Permission is hereby granted to members of the Prince William County Centers Owners Association Covenants Committee, and its representatives, to enter on my property, as necessary, to review the proposed project prior to, during and after construction.

I understand and agree that no work requested in this application, shall commence until written approval by the Covenants Committee is received.

I understand and agree that my contactor and I am responsible for timely removal of any debris resulting from construction and that removal and disposal of construction debris will be done in accordance to Prince William County laws and regulations. The Community's trash company will not be responsible to pick up construction debris. I will not store construction debris on my or HOA property.

I understand and agree that all construction projects must meet all zoning, building codes and laws of Prince William County. I understand that I am responsible to contact the County and submit modification plans to them directly. For further information regarding zoning, call 703-792-6830, and for construction specification (building permits) call 703-792-6924. Further, nothing herein contained shall be construed as a waiver or modification of any such code or law. The County approval(s) are attached to this application.

When applicable, utility easements are to be marked *before* excavation is started. This service is provided free of charge by Miss Utility and is required in order to provide for safety. For location of underground telephone, cable TV, electric, gas, water and sewer lines, call 48 hours before you dig: Miss Utility at 811 or 1-800-552-7001.

I understand and agree that all exterior modifications must meet Prince William County minimum setback specifications and may not be constructed across Building Restrictions Lines (BRL) shown on individual site plans (plats).

I certify that I have read this application fully and the completed project will comply with and meet all applicable requirements of the Prince William County Centers Owners Association Design and Maintenance Standards. The Owner will contact the County for a decision on the project prior to submitting the application to the Covenants Committee. (Refer to Design and Maintenance Standards for projects that require County approval.)

I understand and agree that this project will commence within 6 months of approval and be completed within 12 months. If project is not completed within 12 months of approval, I understand I must resubmit the application to the Covenants Committee for review and decision or request an extension with detailed explanation.

*I will submit completion notice and pictures for Association records once completed.

UNIT ADDRESS: _____

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- I have attached a plat diagram showing the location of the proposed modification(s), drawn in and easily identified in contrasting colors (i.e. Red, blue, green, purple).

- I understand and agree that my contractor and/or I am responsible for obtaining any and all approvals and permits required by Prince William County and displaying them appropriately.

- I understand and agree to submit finished photo and completion notice to Management.

- Owners Signature(s)

Signature	Printed Name	Date
Signature	Printed Name	Date

FOR FENCES ONLY

Any newly constructed fence that is to be connected to an existing fence must be at the same height as the existing fence and have express written approval from all owners allowing connection. Signature is required for each owners connection, provide signature pages separately as needed.

I (printed name) _____, owner of the property at
(address) _____ hereby approve of the attachment of the proposed fence on
the property of (address) _____ to the existing fence on my property.

(Signature) _____ Lot _____

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Prince William County Centers Owners Association General Manager will review the application. If additional information is required, this application will be considered incomplete and you will be notified. Your application will be put on hold until all required information has been received. When the application is considered completed, it will be submitted to the Covenants Committee for review and decision.

Submit application to:
Prince William County Centers Owners Association
Covenants Committee
4799 Wermuth Way
Woodbridge, VA 22192
703-580-9650

COVENANTS COMMITTEE (USE ONLY)

Homeowners Name: _____

Address: _____

Mailing Address (if difference): _____

COMMITTEE ACTION: _____ **APPROVED** _____ **DENIED** _____ **INCOMPLETED**

Stipulation/Reason: _____

Authorized Covenants Committee Chair Signature: _____

Print Name: _____ Date: _____

Covenants Committee Acknowledgement of Decision:

(initials) (initials) (initials) (initials) (initials)