

# CARDINAL ESTATES HOME ASSOCIATION

## Architectural Property Improvement Request Form

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Lot # \_\_\_\_\_

Telephone Number(s): Home \_\_\_\_\_ Work/Cell \_\_\_\_\_

**Please reference Article V of the Cardinal Estates Declarations of Covenants, Conditions and Restrictions for the information required to be submitted with the plans and specifications of your improvement project. The Architectural Attachment included in the By-Laws are guidelines to be used when considering written requests for approval of architectural matters. Any requested information that has been omitted or incomplete can not be fully considered for approval.**

**TYPE OF ALTERATION:**     DECK     FENCE     SHED     COLOR CHANGE     OTHER (describe)

**DESCRIPTION OF REQUEST:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*You may attach additional pages to ensure all information is included.*

Estimated Stating Date \_\_\_\_\_ Estimated Completion Date \_\_\_\_\_

If this application is approved, I understand that it is only for what has been specifically requested based on the information submitted. I understand that all improvements must be completed within one year from Committee approval, unless specifically stated. Approval of the architectural improvement project by the CEHA Architectural Committee is **REQUIRED** regardless of issuance of a building permit by the Fairfax County Building Code Services. Further, each applicant shall be solely responsible for any damage to adjoining properties or persons that may result from the approved project.

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

**ACKNOWLEDGEMENT:** Signatures are requested of abutting/adjacent neighbors. This indicates an awareness of this Architectural Property Improvement Request and **DOES NOT** constitute nor indicate approval or disapproval. Your Neighbor should contact the CEHA within five (5) days if they wish to comment on this application.

Name \_\_\_\_\_ Address \_\_\_\_\_ Lot # \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_ Lot # \_\_\_\_\_

**For Office Use**

**Ruling:**     Approved                       Denied                       Contingent Approved                       Tabled

Date \_\_\_\_\_ Remarks: \_\_\_\_\_

\_\_\_\_\_

Application Continued: