

# BEACH BAY CONDOMINIUM ASSOCIATION

## EXTERIOR ALTERATION APPLICATION

Please mail or deliver to: BEACH BAY CONDOMINIUM ASSOCIATION  
C/o The Select Group, Inc.  
2224 Virginia Beach Blvd., Suites 201/202  
Virginia Beach, VA 23454  
Fax (757) 486-6988  
Email: [jstrickland@theselectgroup.us](mailto:jstrickland@theselectgroup.us)

**WARNING:** Exterior alterations commenced without prior approval of the Architectural Committee is in violation of the covenants and is at the homeowners' own risk. (Please review all the Conditions, Restrictions, Easements, Charges and Liens.)

FROM: (Please print in ink or type)

Name: \_\_\_\_\_

Address in Community: \_\_\_\_\_

Phone: Cell: \_\_\_\_\_ Work: \_\_\_\_\_

APPLICATION FOR: (check appropriate work-you may check more than one)

Project is expected to begin on \_\_\_\_\_ and be completed by \_\_\_\_\_

New Construction \_\_\_\_\_ Repair \_\_\_\_\_ Alteration \_\_\_\_\_ Landscaping \_\_\_\_\_ Relocate Existing Structure \_\_\_\_\_ Building \_\_\_\_\_ Fence \_\_\_\_\_ Wall \_\_\_\_\_ Shed \_\_\_\_\_ Deck \_\_\_\_\_ Porch \_\_\_\_\_ Porch Rails \_\_\_\_\_ Guttering \_\_\_\_\_ Excavation \_\_\_\_\_ Grading \_\_\_\_\_ Yard Ornaments \_\_\_\_\_ Exterior Finish \_\_\_\_\_ Exterior Color Scheme \_\_\_\_\_ Other \_\_\_\_\_

DESCRIPTION OF ALTERATION: Supplemental sheets, sketches, plats and drawings that fully describe the proposed alteration **must** be attached **before** the ACC will review the application. In case of an exterior color change, a sample of the new color along with a description of the existing color **must** be submitted.

NOTE: The Architectural Committee/Board of Directors has **forty-five (45) days** from the date an application has been **received** to approve or disapprove each application.

OWNER'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**\*NOTE: INCOMPLETE APPLICATIONS WILL BE RETURNED WITHOUT PROCESSING.**