

## **EXTERIOR ALTERATION APPLICATION**

**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.)

Unit Owner Name:			
Unit Address:			
Phone: (h)	(c)	Email:	
<u>APPLICATION FOR</u> : (check appropriate work-you may check more than one)			
□ New Construction	□ Repair □ Alteration	$\Box$ Landscaping	□ Relocate Existing Structure
□ Building	$\Box$ Fence $\Box$ Wall	$\Box$ Shed	Deck Porch
□ Porch Rails	□ Guttering	$\Box$ Excavation	$\Box$ Grading
	Exterior Finish		
□ Other			

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

**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 <u>forty-five (45) days</u> from the date an application has been <u>received</u> to approve or disapprove each application.

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

## NOTE: INCOMPLETE APPLICATIONS <u>WILL BE RETURNED</u> WITHOUT PROCESSING.

## Please return completed application to The Select Group at the address or fax number provided below or email to <u>malcala@theselectgroup.us</u>

c/o The Select Group, Inc., 2224 Virginia Beach Blvd., Suite 201, Virginia Beach, VA 23454 (757) 486-6000 fax: (757) 486-6988 email: <u>vdurham@theselectgroup.us</u> website: <u>www.theselectgroup.us</u>