

Park West
Community Association

ACC MODIFICATION REQUEST FORM

Please return the completed form and all documents to:

Summit Management Services
Attn: Lori Randall
8405-A Richmond Highway
Alexandria, VA 22309

or email: lori.randall@summitmanage.com
acc@parkwestcommunity.org

One (1) copy reflecting the action taken by the Architectural Control Committee will be returned to you for your records.

NAME(S) OF OWNER(S): _____

KINGS PARK WEST TOWNHOME ADDRESS: _____

TELEPHONE NUMBERS: (H) _____ (W) _____

E-MAIL ADDRESS: _____

ABSENTEE OWNER ADDRESS (if applicable):

In accordance with the Declaration of Covenants, Conditions and Restrictions referred to in the Deed covering the property described above, I/we hereby apply for written consent to make the following modification(s) or addition(s):

1. _____
2. _____
3. _____

DESCRIPTION/DIAGRAM OF MODIFICATION REQUIRED. Please include with this form:

1. Any diagrams (sketch if appropriate) of the addition or modification being requested.
2. A copy of your plat with the location, size, and shape of the modification(s) indicated on it.
3. The manufacturer's brochure (if available), a grading plan (if applicable) and if you are requesting an exterior color change, samples of the color(s).
4. A copy of the contract (if applicable).

Please attach separate sheet(s) as necessary.

Applicant hereby warrants that Applicant shall assume full responsibility for:

1. All landscaping, grading and/or drainage relating to the improvements
2. Obtaining all Fairfax County permits and approvals relating to said improvements.
3. Any damage to adjoining property (including common area) or injury to third persons associated with said improvement, both during activities necessary to support the modification and throughout the life of the improvement.
4. Compliance and adherence to Fairfax County and Park West Community Association guidelines and ordinances.

OWNER'S SIGNATURE

DATE

Park West ACC Action Taken: _____

ACC CHAIR SIGNATURE

DATE

Park West Community Association Form

Revised 1/30/2016