

**ARCHITECTURAL IMPROVEMENT REQUEST FORM**

**COVINGTON HOMES ASSOCIATION**

To: Architectural Review Committee  
C/O American Management of Virginia  
PO Box 2358  
Manassas, VA 20110  
(703) 530-1550

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Covington Homes - Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Section: \_\_\_\_\_

Telephone: (H) \_\_\_\_\_ (W) \_\_\_\_\_

Proposed Improvement:

Applicant must submit in duplicate with application the following:

1. Site plan showing size, shape and location of improvement to residence and to adjoining properties (including specific dimension of improvement and distances to adjoining properties).
2. Manufacturer's brochure, if applicable.
3. Color samples, if applicable.
4. Architectural plans/drawings (for major additions/improvement)
5. Grading plan, if applicable.
6. Detailed written description of improvement.

Applicant hereby warrants that Applicant shall assume full responsibility for:

- (i) all landscaping, grading and/or drainage issues relating to the improvements (including replacing bonds or escrows posted by Developer currently in place affecting the lot);
- (ii) obtaining all required city, Town, or County approvals relating to said improvements;
- (iii) complying with all applicable city, Town, or County ordinances;
- (iv) any damage to adjoining property (including common area) or injury to third persons associated with the improvement.

\_\_\_\_\_  
Signature Of Applicant

\_\_\_\_\_  
Date

**Architectural Review Committee Recommendation**

Date Application Received \_\_\_\_\_

\_\_\_\_\_ Recommend approval as submitted.

\_\_\_\_\_ Recommend approval subject to: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Response suspended pending submission of: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Recommend against approval because: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature - ARC Member

\_\_\_\_\_  
Date