

**Architectural Review Application**  
Summers Landing Homeowners Association  
c/o Executive Community Management  
3330 Bourbon Street – Suite 117, Fredericksburg, VA 22508

In accordance with the legal documents of the Summers Landing Homeowners Association,  
I, \_\_\_\_\_ request consideration and approval for the following  
modification(s) to my lot # \_\_\_\_\_ located at: \_\_\_\_\_  
DESCRIPTION OF WORK:(Continue on back if necessary) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IMPORTANT NOTE: APPLICATION MUST INCLUDE THE FOLLOWING: (please Check Off)**

- |   |   |
|---|---|
| <input type="checkbox"/> County Recorded Plat showing the location of proposed improvements (should be in your closing paperwork) | <input type="checkbox"/> Picture or Architectural Drawing                                 |
| <input type="checkbox"/> Specifications of Materials on all improvements  | <input type="checkbox"/> Color Scheme and other details affecting the exterior appearance |
| <input type="checkbox"/> Measurements of all improvement (exterior elevations)  | <input type="checkbox"/> Signed Application   |

Estimated Start Date \_\_\_\_\_ Estimated Completion Date \_\_\_\_\_

I have read the legal documents of the Association and am aware of all regulations concerning this project. I understand that any construction or exterior alteration undertaken by me, or in my behalf, before final application approval, is not allowed. I understand that if such construction does take place prior to final approval I may be sanctioned under the Virginia Property Owners Association Act and the Association's Policy Rules and Regulations No. 2003-01, "Creation of Procedures to Ensure Due Process in Enforcement Cases." **I also understand that if a county permit is required, it is my responsibility to obtain the permit(s) before construction begins.** I further understand that I am responsible for the upkeep and maintenance of all modifications made to the lot. I assume total responsibility and liability for all modifications approved, and release the Association from claim regarding these modifications. I hereby authorize members of the Board of Directors and the Architectural Control Committee (ACC) to enter upon my lot for the purpose of inspecting the proposed project, the project in progress, and the completed project.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant's Phone # \_\_\_\_\_ Email \_\_\_\_\_

Do not write below the dotted line

**ACC's Recommendation:**

Approval \_\_\_\_\_ Disapproval \_\_\_\_\_

Date \_\_\_\_\_

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

**Board of Directors Recommendation:** Concurrence: \_\_\_\_\_ Date: \_\_\_\_\_

Application Returned for Additional Documentation: \_\_\_\_\_ Date: \_\_\_\_\_

**Project Appeal Procedure:** If you disagree with the decision of the ACC you may request a hearing by the Summers Landing Board of Directors. Please provide a written request to the Board within 30 days.

**PLEASE NOTE:** The review process takes 30 to 45 days for a fully completed application.