



Acknowledgement of at least four property owners who are most affected (those homes who are adjacent and/or have a view of the changes) is needed. Your signature indicates an awareness of the applicant's intent and does not constitute nor indicate approval or disapproval.

\*\*If you do have some problem with this application please notify the ARB within seven days after signing. If we do not hear from you within this period we will assume there are no problems.)

Name \_\_\_\_\_ Lot \_\_\_\_ Name \_\_\_\_\_ Lot \_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

Name \_\_\_\_\_ Lot \_\_\_\_ Name \_\_\_\_\_ Lot \_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

**Notes:**

1. Nothing herein contained shall be construed to represent that alternations to land or buildings in accordance with these plans, shall not violate any of the provisions or Building and Zoning Codes of Fairfax County, to which the above property is subject. Further, nothing herein contained shall be construed as a waiver or modification of any said restriction.
2. The Building Ordinance of the Fairfax County, Building Department requires that you file plans with the Building Inspector at his office in the Fairfax Building (691-2748), Fairfax City for construction requiring a Building Permit.
3. I understand and agree that no work on this request shall commence until written approval of the Architectural Review Board has been received by me.
4. I understand that any construction or exterior alteration undertaken by me or in my behalf before approval of this application is not allowed and that if alternations are made, I may be required to return the property to its former condition at my own expense if this application is disapproved wholly or in part, and that I may be required to pay all legal expenses incurred.
5. I understand that members of the Architectural Board are permitted to enter upon my property at any reasonable time for the purpose of inspecting the proposed project, the project in progress, and the completed project, and that such entry does not constitute a trespass.
6. I understand that any approval is contingent upon construction or alternations being completed in a workman-like manner.
7. This application usually takes no longer than 30 days for review if recommended procedures are followed. Committee decision is required on all applications within 45 days of receipt of complete application.
8. The Architectural Review Board shall return a copy of this application to you after review.
9. It is understood that I am aware of the Fox Run Home Owners Architectural Covenants in regard to the review process as established by the Board of Directors.
10. The alteration authority granted by this application will be revoked automatically if the alternation requested has not commenced within 180 days of the approval date of this application and/or completed by the date specified by the panel.

**Instructions to Applicant:**

1. Please read Procedures for Administration of Architectural Applications and Guidelines
2. Provide required details by sketches, drawings, clipping, pictures, catalog illustration, and other data in space below or on attached sheets.

Remember that the more complete the description of the proposed change, the faster the application can be reviewed. Please limit attachments to 8½ x 11 or, if larger, submit in duplicate. Show location of item on the property by a SCALE DRAWING or by a copy of the lot plan given to you by your builder.

**Owner's Signature(s)** \_\_\_\_\_ **Date** \_\_\_\_\_

**Committee**

**Recommendation:**

**Architectural Review Board**

**Remarks:**

**Action:**

**Date work is to be fully completed:** \_\_\_\_\_

If you disagree with the decision, an appeals procedure is provided by the Fox Run Board of Directors. A verbal request for an appeal must be made within 48 hours of receipt of the architectural review board's decision, followed by submission of a written request within five working days.