

# Exterior Change Request

ARCHITECTURAL CONTROL COMMITTEE  
CALVERT'S GLEN HOMEOWNERS ASSOCIATION  
P.O. Box 650444, Sterling, VA 20165

## INSTRUCTIONS

1. Please carefully review the Architectural Guidelines booklet prior to completion of this form. Application guidelines for your change are listed on Page 5.
2. Describe in full detail your exterior change or modification and/or attach exhibits (sketches, pictures, drawings, clippings and catalog illustrations are acceptable).
3. Specify start and completion dates.
4. Include the signatures of four (4) property owners who are most affected by your request because they are adjacent to or have a view of the project.
5. Show the location of project on your property with a copy of your site plan (given to you by your builder at purchase of home).

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

Address of Proposed Change: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

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

Description of Change: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**SIGNATURES:** Your signature indicates an awareness of the Applicant's intent and does not constitute nor indicate approval or disapproval.

Name: \_\_\_\_\_ Name: \_\_\_\_\_

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

Name: \_\_\_\_\_ Name: \_\_\_\_\_

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