

# Saratoga Community Association

PO Box 479 Springfield VA, 22150

## Saratoga Community Association Exterior Modification Form

Effective September 1st, 2020.

The Architectural Review Committee (ARC) has 30 days to Approve or Deny an exterior modification request. Submit: exterior modification form, plan, plat of your property with the modification drawn on the plat, and copies of Fairfax County permits where applicable. Information can be submitted by mail, fax or emailed to the ARC. If submitting by mail please include two copies. **Do not start any exterior modifications prior to receiving an Approved form back to you by mail or email.** All approved modifications must be completed within three (3) months from the submitted start date. Any incomplete forms will delay your project.

Submission Date: \_\_\_\_\_ Planned Project Completion Date: \_\_\_\_\_  
Applicant Name: \_\_\_\_\_ Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Lot Number: \_\_\_\_\_  
Email: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

### OUTLINE OF PROPOSED CHANGES:

- |  |   |
|--|---|
| <input type="checkbox"/> <b>Landscaping</b> (provide diagram)            | <input type="checkbox"/> <b>Security/Storm Door</b> (style/color)             |
| <input type="checkbox"/> <b>Fence</b> (style/height/material)            | <input type="checkbox"/> <b>Garage Door</b> (style/color)                     |
| <input type="checkbox"/> <b>Deck</b> (attached/detached/provide diagram) | <input type="checkbox"/> <b>Roofing</b> (style/color/material)                |
| <input type="checkbox"/> <b>Driveway/Walkway</b> (style/color/material)  | <input type="checkbox"/> <b>Exterior Painting</b> (area/existing & new color) |
| <input type="checkbox"/> <b>Windows</b> (style/color)                    | <input type="checkbox"/> <b>Other</b> (specify)                               |

### PROVIDE IF APPLICABLE:

Height: \_\_\_\_\_ Width: \_\_\_\_\_ Length: \_\_\_\_\_ Size: \_\_\_\_\_  
Style/color: \_\_\_\_\_

### COMMENTS:

**LAYOUT OF PROPOSED CHANGES:** (provide lot plat and/or diagram)

### RETURN FORM AND ADDITIONAL INFORMATION TO:

MAIL: ARC – Saratoga Community Association, Inc., PO Box 479, Springfield, Virginia 22150  
FAX: 703-455-8259  
EMAIL: scaboard@saratogacommunity.net

**HOMEOWNER'S SIGNATURE:** \_\_\_\_\_

### [ARC USE ONLY]

Date Received: \_\_\_\_\_  **Approved**  **Denied**  
ARC Member: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: