

**LAKE FOREST COMMUNITY ASSOCIATION**  
**ARCHTECTORAL REVIEW COMMITTEE**

**APPLICATION FOR EXTERIOR CHANGE**  
(PLEASE PRINT)

LOT NO. \_\_\_\_\_  
OWNER'S NAME: \_\_\_\_\_  
PROPERTY ADDRESS: \_\_\_\_\_  
HOME PHONE NO. \_\_\_\_\_ DATE: \_\_\_\_\_  
DAYTIME PHONE NO. \_\_\_\_\_ EMAIL: \_\_\_\_\_

The owner requests design approval and grants permission to the Homeowners Association to enter the property to consider this request and inspect during construction and upon completion

APPLICANT SIGNATURE: \_\_\_\_\_  
APPLICANT SIGNATURE: \_\_\_\_\_

(See next page for instructions and information)

NAME OF PROJECT: \_\_\_\_\_  
PROJECT DESCRIPTION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

EST. START DATE: \_\_\_\_\_ EST. COMPLETION DATE: \_\_\_\_\_

**\*\*DO NOT WRITE BELOW THIS LINE\*\***

Received By: \_\_\_\_\_ Date Received: \_\_\_\_\_  
Request Approval: \_\_\_\_\_ Review Date: \_\_\_\_\_

\_\_\_\_ Approved as Submitted \_\_\_\_\_ Request Denied  
\_\_\_\_ Conditionally Approved (see below) \_\_\_\_\_ Other (see below)

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Architectural Review Committee Members Completing this Review**

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

## Instructions and Information

Enter name of projects, such as:

|                   |         |
|-------------------|---------|
| Painting          | Deck    |
| Addition to House | Fence   |
| Siding            | Windows |

Please supply complete description of Exterior Design Change. Include (as appropriate): Sizes, Heights, Locations, Specifications, Materials, Sketches, Paint Chips, Pictures, etc.

Attach a copy of plot plan (received at closing), showing location of requested change.

---

Submit this form and all attachments to:

Lake Forest Community Association  
Architectural Review Committee  
9010 Octavia Court  
Springfield, VA 22153

Forms and attachments may be submitted electronically to: [arc@lakeforestcommunity.org](mailto:arc@lakeforestcommunity.org).

Note:

1. The Architectural Control Committee meets on the second Thursday of every month.
2. Applications must be received by the 1st of the month in order to be reviewed that month.

**USE THE AREA BELOW FOR SKETCHES OR ANY OTHER INFORMATION  
APPROPRIATE THE REQUEST (If attachments are provided, use this area for a  
list of the provided attachments.)**

---