

LAKE BARCROFT ASSOCIATION
P. O. BOX 1085
Falls Church, VA 22041
(703) 941-1927

**LAKE BARCROFT ARCHITECTUREAL REVIEW COMMITTEE
APPLICATION FORM AND COVER SHEET**

Date: _____ **Date Received By Association:** _____
Homeowner: _____ Home Phone: _____
Address: _____ Work/Alternative Phone: _____
Email Address: _____ (some communication may be by email if available)

The Committee is a resource for the Community to assist in enhancing and maintaining the quality of Lake Barcroft's environment. The Architectural Guidelines are listed in Pages 109 -116 of the Lake Barcroft Directory and Community Handbook. They are also posted on the Lake Barcroft Association Website (www.lakebarcroft.org) under Association/Pubs & Docs/Documents/Architectural Guidelines.

The Committee wishes to act as a resource for all property owners and may be contacted through Chris Lawson at the Association (phone number above or by email: lachance3@AOL.COM) or to contact ARC Chairperson Kevin Howe (email: khowe1@cox.net).

The Committee, as a minimum, must have all of the following five items:

1. This completed **Cover Sheet** submitted to the LBA Office by mail or in person.
2. A written **description** of the proposed project (alteration, addition, etc.).
3. **Photographs** of existing property from various views where area will be altered.
4. **Drawings** or plans prepared by homeowner, builder or architect, which should include all types of finishes (e.g. materials, paint colors, etc.).
5. **Landscaping** is an integral part of any alterations and should be addressed.
6. A copy of your "**record plat**" showing your property and all structures on the property. The location of your alteration or addition should be **drawn** on that copy

Please Note: Your neighbors **will** be contacted about your proposed project and their comments will be solicited. We urge everyone to review their proposed work with neighbors and seek their input. Please note such neighborly review with your application.

Incomplete submissions will be returned for all items.

The portion below will be completed by the Committee and returned to you.

ARCHITECTURAL REVIEW COMMITTEE COMMENTS:

DATE OF APPROVAL: _____ DATE OF DISAPPROVAL: _____

Date Returned to Property Owner: _____