

## **Architectural Application**

This is an exterior alteration application in which you are requesting to make changes to your property or the exterior of your home. Please submit along with the application a copy of the plat of your lot or a scaled drawing which shows the location and dimensions of your proposed improvements and/or modifications.

We will forward your completed application and any materials and/or map provided to the Architectural Committee who will meet to review the application. When they let us know the outcome of the application we will forward a copy of the completed application to you and the committee's decision.

Thank you for your participation in this process that helps to maintain the character of your community. If you have any questions, please call 804-270-1800.

Sincerely,

Brian Atkins  
Community Manager  
Battlefield Green Community Association, Inc.  
Fax 804-346-8640  
[batkins@communitygroup.com](mailto:batkins@communitygroup.com)

**BATTLEFIELD GREEN**

**FOR COMMITTEE USE**

EXTERIOR CHANGE FORM

Owner's printed name \_\_\_\_\_ Day Phone \_\_\_\_\_

Owner Mailing Address \_\_\_\_\_

Address of proposed change \_\_\_\_\_

Estimated Start Date \_\_\_\_\_ Estimated Completion Date \_\_\_\_\_

**Please Allow 30 days for architectural review prior to starting project**

Submit to:  
Community Group  
3901 Westerre Pkwy, STE 100  
Richmond VA 23233  
Email: [batkins@communitygroup.com](mailto:batkins@communitygroup.com) or call 804-270-1800

**I. MODIFICATION REQUEST:**

<i>First Application Status</i>
Section _____ Lot _____
Application Received: _____
Application Approved: _____
Approved: As Submitted As Amended Denied Because:
<i>Resubmitted Application Status</i>
Application Received: _____
Application Approved: _____
Approved: Submitted As Amended Denied Because:

**Attach the following as applicable:**

- Plot plan with modification(s) to approximate scale with dimensions.
- Complete description (photos/drawings) as to construction, materials (types & sizes and color/finish).
- Floor plan, elevation, section drawings (i.e. footings).
- Copy of county building permit (if applicable).

II. **AS OWNER, I** complete this application in good faith that it accurately represents the change I propose to make. I understand that association approval does not allow me to violate the declaration, bylaws or architectural standards, or, easements, zoning or county codes. I agree that a change started prior to receipt of written approval is at my risk, and I may have to return the property to its original condition at my expense if not approved. I may also be subject to violation charges. I know that association representatives are permitted to reasonably inspect the project and that such entry does not constitute trespass. I also know that the work must be finished as soon as possible after getting approval.

Owner: \_\_\_\_\_ or e-signature \_\_\_\_\_

Signature (I acknowledge my typed full name shall serve as my signature)