

# WILLIAMSTOWN HOMEOWNERS ASSOCIATION, INC

## Architectural Modification Application Form

Date: \_\_\_\_\_

Lot # and/or Property Address: \_\_\_\_\_

Mailing Address (If different from Property Address): \_\_\_\_\_

Name of Unit Owner (Applicant): \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Anticipated Start Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_

**Description of Proposed Improvement/Modification:**

*Please list all materials to be used, type, color, size, etc.*

---

---

---

*All applications must be accompanied by sketch, drawing, photograph, or plat indicating location, size, and type of construction, a copy of all necessary permits, and other pertinent information regarding your proposed improvement/modification. If your project requires contractor's license and insurance certificates, please include those as well.*

I hereby certify that the information I have provided is accurate to the best of my knowledge. I certify that, once approved, I shall construct the proposed improvement/modification according to the approved plans and specifications. Furthermore, I hereby certify that I have read and understand the governing documents of the Williamstown HOA as they pertain to the Architectural Rules and Regulations. Permission is hereby granted to members of the Williamstown HOA and its representatives, to enter onto my property as necessary to review the proposed project.

Owner (Applicant) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please submit application to:**

**Austin Realty Management & Investments, Inc.**

**by mail: P.O. Box 3413, Warrenton, VA 20188**

**by fax: 540-347-1900**

**or by email: [hoaassistant@armiva.com](mailto:hoaassistant@armiva.com)**

-----  
(FOR ARCHITECTURAL CONTROL COMMITTEE)

Date Received: \_\_\_\_\_

- Action in lieu of a formal meeting
- Action by Meeting of the ACC
- Approved as submitted
- Approved with the following stipulations:

\_\_\_\_\_

Denied

Date Approved/Denied: \_\_\_\_\_

Authorizing Signature: \_\_\_\_\_

Date: \_\_\_\_\_