

**ROCK HILL HOMEOWNERS ASSOCIATION  
APPLICATION FOR EXTERNAL MODIFICATION**

APPLICANT'S NAME \_\_\_\_\_

ADDRESS OF PROPOSED CHANGE \_\_\_\_\_

HOME PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_ LOT NO. \_\_\_\_\_

FIRST SUBMITTAL: YES \_\_\_\_\_ NO \_\_\_\_\_

**INSTRUCTIONS TO APPLICANT:**

1. Consult the Design Guidelines for specific submittal requirements for each proposed change.
2. Submit application form, drawings, and other required documents in duplicate to:

Rock Hill Homeowners Association  
C/o Cardinal Management Group, Inc.  
4330 Prince William Parkway, suite 201  
Woodbridge, VA 22191  
Telephone: 703-569-5797; Fax 703-703-866-3156

3. All alternations except paint changes and storm doors/windows require a house location survey indicating the location of the proposed changes.

Describe proposed changes (attach additional sheets if needed):

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

Obtain signatures of property owners who will be the most affected by the change (Minimum of Four)

Name	Lot No.	I acknowledge that I have been advised if this change
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Estimated Start Date \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_  
(Allow 60 days for Architectural Review and Covenants Committee (ARCC) approval prior to start date)

1. I agree that compliance with Rock Hills Homeowners Association, Inc. Design Guidelines and approval by the ARCC do not constitute compliance with county and building and zoning codes, and ARCC approval shall not be constituted as a waiver or modification of any code restriction.
2. I agree that no changes will be started until written approval of the ARCC has been received by me, and that if changes are made, I will be required to return the property to its former condition at my own expense and pay all legal feels incurred if this application is disapproved.
3. I agree that members of the ARCC shall be permitted to enter upon my property after prior notification to me and at a reasonable time, for the purpose of inspecting the proposed change, the project in progress, and the completed project. Such entry shall not constitute a trespass.
4. I agree that the authority granted to make the proposed changes will be revoked automatically if the changes requested have not commenced within three (3) months of the approval date and completed within six (6) months thereafter.