

## Application for Exterior Modifications

**Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Lot #:** \_\_\_\_\_

**Date of Submittal:** \_\_\_\_\_ **First Submittal? Yes** \_\_\_ **No** \_\_\_

**Instructions:**

- Consult the Association’s Covenants and Architectural Policy documents at the RESOURCES tab on the CW Website for specific information regarding the proposed change(s).
- Provide details of the change on attached sheets (sketches, scale drawings, photos, catalog illustrations, architectural plans, plat diagram, etc.).
- For a change in paint color, select from the Benjamin Moore Williamsburg collection and attach a sample with the color number.
- Submit the entire application to the Architectural Control Committee via their email address: [chancellorwestacc@gmail.com](mailto:chancellorwestacc@gmail.com) or mail the application to: CHANCELLOR WEST HOMEOWNERS’ ASSOCIATION, INC. (ARCHITECTURAL CONTROL COMMITTEE), 8805 Windtree Court, Spotsylvania, VA 22553.

**Describe your proposed change(s). Attach additional sheets if needed.**

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As a courtesy (not a required step), obtain the signature of the adjacent property owner who will be most affected by the change. \_\_\_\_\_ Lot # \_\_\_\_\_

**DO NOT BEGIN APPLICATION OF YOUR PROPOSED MODIFICATION  
UNTIL YOU ARE IN RECEIPT OF WRITTEN APPROVAL.**

**Your Signature** \_\_\_\_\_ **Date** \_\_\_\_\_