

AHPOA ACC Application for Exterior Changes/Improvements

DISCLAIMER: The purpose of the AHPOA's Architectural Control Committee (ACC), which is mandated by legal covenant and comprised of volunteer residents, is to review and approve or disapprove applications for approval for exterior changes/improvements based on established community standards, restrictions and covenants and approved construction maintenance procedures <https://aquiaharbour.org/resources/governing-documents/construction-maintenance-procedures/>. The Committee does not evaluate the safety and/or structural integrity of any proposed change and/or improvement as this is the responsibility of the owner on whose Lot the work is to be done.

Per Restrictions & Covenants 2f Neither the Committee nor any architect or agent thereof or of the Aquia Corporation shall be responsible in any way for any defects in any plans or specifications submitted, revised or approved in accordance with the foregoing provisions, nor for any structural or other defects in any work done according to such plans and specifications.

Instructions & Information

1. The application may be submitted to the AHPOA office at 1221 Washington Drive Stafford Va., faxed to 540-659-0730 or emailed to AHPOA@aquiaharbour.org. The ACC generally meets weekly. The deadline for submitting applications is the close of business on the day before the meeting.
2. Please print clearly or the application may be delayed for clarification. A fillable PDF version of this form is available at <https://aquiaharbour.org/resources/forms-applications/>.
3. If the application is incomplete or requires a Stafford County Permit, the matter may be tabled until all requirements are met.
4. When providing information on colors, simple terms such as green, yellow, brown, blue, and any shade indicators such as light or dark should be used. Inclusion of a color sample is required.
5. A drawing, plat or aerial photo of the Lot (<https://gismapping.stafford.va.us/>) is required with the location and dimensions of the proposed modification drawn on it.
6. Upon completion of the ACC review of this application, the applicant will be notified of the ACC decision by separate correspondence.
7. No work is to be done prior to written ACC approval. Owners of Lots where work has commenced prior to ACC approval are subject to Legal Compliance Committee action.
8. Applicants should familiarize themselves with the AHPOA's Construction Maintenance Procedures, which can be found at <https://aquiaharbour.org/resources/governing-documents/>, prior to commencing work.

Date	Name and Position (Owner or Owner's Agent)	
Phone:	Lot #:	Address of Site:
Project description. Include colors, measurements and material. Attachments permitted/recommended.		
Owner's Name & Email:		Contractor: