

WINDSOR MEWS OWNERS ASSOCIATION
Architectural Modification Form

Approval is required for any modification that alters the appearance of your home's exterior. Please provide as much information as possible and include any relevant drawings, plans, photos, etc. that will assist the committee with evaluating your request. For deck or fence changes, a house location survey must be included showing the proposed change or addition.

For more information of the design standards and for a list of frequently asked questions, please see our community website, windsormews.org. If you have any questions, please contact hoaboard@windsormews.org.

Completed forms can be submitted via email or postal mail:

Email:
arc.dcmetro@fsresidential.com and
hoaboard@windsormews.org

Postal mail:
Windsor Mews Owners Association
c/o FirstService Residential DC Metro, LLC.
11351 Random Hills Rd, Suite 500
Fairfax, VA 22030

Name: _____ Date: _____

House Number: _____ Street: _____ Lot: _____

Email address: _____ Phone: _____

Description of the proposed change (include additional pages if necessary):

I (We) acknowledge and agree that I (We) will be solely liable for any claims, including without limitation, claims for property damage or personal injury, which result from the requested addition or modification. I (We) hereby indemnify the Homeowners Association from and against any and all such claims. I (We) understand and acknowledge that I (we) am (are) responsible for complying with all applicable codes and ordinances, and for obtaining all necessary permits and inspections for the requested addition or modification and further that I (We) am (are) responsible for all maintenance, repair and upkeep of said addition or modification.

Signature of Owner

Signature of Co-owner

Action by the Architectural Committee:

Date Received: _____ Date Owner Notified: _____

Approved as Requested Approved, subject to the below condition(s) Disapproved for the below reason(s)

Authorizing Signature: _____