

Montclair Property Owners Association



Application for Approval of Construction Improvements

House Must Be A Minimum:

- 800 square foot living space first floor;
- 1200 square foot interior lot (excluding garage and unfinished basement/areas);
- 1400 square foot lakefront or golf course lot;
- 12 foot allowance on side boundaries;
- 20 foot set-back on boundary.

Application for Approval of Construction:

Builder must submit attached two page form completed in full with:

- Six (6) copies of site plan, to include grading plan;
- Six (6) copies of floor plan, complete with exterior elevations shown; noting outside house bibs and waterproof electrical outlets front and back; yard light; paved drive; and all materials and design for retain walls;
- Landscaping plan (as required by county and governmental agencies);
- Color samples (see attached application for additional items).

It is strongly recommended that the owner obtain a copy of the Montclair Property Owners Association (MPOA) Covenants and Restrictions (see Article VIII and IX specifically); and MPOA Community Guidelines, for more detailed definition of requirements for construction in Montclair. These can be obtained at the MPOA office at 3561 Waterway Drive, Montclair, VA 22025; (703) 670-6187.

Water/Sewer

The forms can be obtained by contacting Michele McDonald in the Engineering Department at (703) 335-7930. Prince William County Service Authority, 4 County Complex Court, Prince William, VA 22192.

A check in the amount of \$13,350 for water and sewer tap made payable to Prince William County Service Authority, which includes the following fees: \$25 application, \$50 water and sewer inspection, \$275 meter charge, \$4,000 water, and \$9,000 sewer.

Property Owner(s) Information

Name(s)

Current Address

Address of Montclair Property

Lot No./Sec.

Daytime Phone Check one: Home Cell Work

Email Address

Approval Notification to (check all that apply): Owner(s) Architect Builder Other (please include address)

Architect/Builder Information

Name of Architect or Source of Plans

Address of Architect or Source of Plans

Name of Builder

Address of Builder

Items to be Submitted for Review

1. Topographic and tree survey;
2. Site Plan – Scale 1"=30', showing property lines, 2' contour lines, location of specimen trees, setbacks, location of structure, walks, drives, patios, retaining walls, fences, exterior lighting and grading plans;
3. Floor plans;
4. Exterior elevations – Showing actual ground lines and indicating all exterior materials;
5. Exterior materials – Showing actual ground lines and indicating all exterior materials;

Siding Material

Siding Color

Foundation Material

Foundation Color

Brick Material

Brick Color

Roofing Material & Manufacturer

Roofing Color

Fascia & Trim Material

Fascia & Trim Color

Shutter Material

Shutter Color

Exterior Door Type

Exterior Door Color

Window Type

Window Color

Other Material

Other Color

6. Enclosed dwelling area of proposed structure: _____ square feet

7. Elevation of finished floor: _____ feet above M.S.L.

8. Is the improvement of this property for speculative purpose? _____
9. Has the structure been previously constructed from these plans within the Montclair Community? If yes, please provide address and lot number.

10. Landscape plan to screen foundation wall is attached if any side or rear elevation (exposed to view from the main street) that has at least four feet exposed masonry along the length of the wall.
11. Expected date of initiation of construction: _____

Owner Signature

Acknowledgement

Signatures are required of abutting/adjacent neighbors. This indicates an awareness of this application and does not constitute nor indicate approval or disapproval. Contact the MPOA office within five (5) days if you wish to comment on this application.

Name

Address

Name

Address

Name

Address

Name

Address

For Office Use Only

Preliminary Decision (Check One): Approve Deny

Final Decision (Check One): Approve Deny

Reason for Denial

Date

Approval is hereby granted for the construction of the improvements detailed in the plans and specifications submitted with this application. This approval is limited to design criteria established by the Covenants Committee as provided by the Restrictive Covenants and should not be interpreted as approval of any variations from restrictions or conditions imposed on the property owner by contract or other provisions of the recorded restrictions. All revisions or additions to the exterior must be resubmitted for approval.

Initial Construction Committee

Prince William County