

Architectural Change Application

Return To
Community Association Professionals, LLC
P.O. Box 8546
Elkridge, Maryland 21075

Community: _____

Name _____ Date: _____

Address: _____ Phone: _____

City/State/Zip _____

Description of proposed architectural change: _____

Improvement location on lot or home: _____

Dimensions of the architectural change: _____

Type of material/color: _____

Building permit has _____ has not _____ be obtained.

Building permit number: _____

As part of this application, please include a complete set of plans and specifications, showing the location, dimensions, nature, shape, height, material, color, type of construction and/or any other proposed form of change. If available, please include any product brochures or photographs which may describe and illustrate the products to be installed.

In applying for the above architectural change, I agree the changes must be installed as described and they must meet any and all codes, permits or other requirements deemed necessary by county, state and/or local authority. The Architectural Committee or Board of Directors must approve any changes to the submitted plans prior to installation. No work shall commence without a signed approval from the Committee or Board.

Owner(s) Signature(s) Date

* * * * *

The above plans have been (circle one) Approved Denied Approved as Modified
Modified: _____

Committee Chairperson/Board Member

Date

For ACC Committee Use Only

Date Received: _____ Received by: _____

Your request for approval of _____
has been **APPROVED / DENIED**

Signature: _____ Date: _____

Comments:

- ___ All damage to nearby common or private areas must be corrected within 15 days.
- ___ The homeowner is responsible for obtaining all applicable building permits and compliance with all applicable laws, statutes and code.
- ___ All changes must be made entirely within the homeowner's property lines.
- ___ The homeowner is responsible for proper upkeep of the addition/change.
- ___ Please contact Miss Utility at 800-257-7777 prior to any digging.
- ___ Special conditions:

Return to:
Community Association Professionals, LLC.
P. O. Box 8546 Elkridge, Maryland 21075
Phone (410) 788-0800 Fax (410) 455-0809
associationmanager@verizon.net