

NORBECK GROVE COMMUNITY ASSOCIATION
APPLICATION FOR ARCHITECTURAL CHANGE

To: Architectural Committee
20440 Century Boulevard, Suite 100
Germantown, MD 20874

From: _____ Phone: Home: _____
Address: _____ Work: _____

Lot #: _____

Directions:

The Declaration of Covenants requires that you submit to the Committee for approval all proposed exterior additions, changes or alterations to your house and lot. In order to be considered by the Committee, your application for architectural change *must* include:

- (1) The plans and specifications (including sketch, photo, catalog illustrations, etc.) showing the nature, kind, shape, color, height and materials; and
- (2) Copy of a survey marked to show the location of the proposed change.

Upon receipt of a *complete* application, the Committee will decide whether to approve/disapprove the proposed change based upon a determination as to the proposed change's harmony of exterior design, color and location in relation to surrounding structures and topography, and conformity with the design concept of the subdivision. Applications that do not contain the required information do not constitute submittals under the Declaration of Covenants and will not be considered by the Committee.

Description of Proposed Change: (Please print or type)

Describe the proposed change to your house or lot. Please attach a continuation sheet should additional space be required to fully describe the proposed change.

Acknowledgment by Neighbors of Proposed Change:

You are required to obtain the signatures of the four (4) property owners who will be most affected by the proposed change. Signature by your neighbors indicates an awareness of your proposed change and *does not* constitute approval or disapproval on their part.

Name: _____	Name: _____
Address: _____	Address: _____
Lot: _____	Lot: _____
Signature: _____	Signature: _____
Name: _____	Name: _____
Address: _____	Address: _____
Lot: _____	Lot: _____
Signature: _____	Signature: _____

Property owners that object to the proposed change should independently contact the Committee in writing with the specific reason(s) for their objection.

Owner's Acknowledgment

I/We understand and agree:

1. that approval by the Committee shall in no way be construed as to pass judgment on the correctness of the location, structural design, suitability of water flow or drainage, location of utilities, or other qualities of the proposed change being reviewed.
2. that approval by the Committee shall in no way be construed as to pass judgment on whether the proposed change being reviewed is in compliance with the applicable building and zoning codes of the county in which the property is located.
3. that approval of any particular plans and specifications or design shall not be construed as a waiver of the right of the Committee to disapprove such plans and specifications, or any elements or features thereof, in the event such plans and specifications are subsequently submitted for use in any other instance.

4. that no work on this proposed change shall commence until written approval of the Committee has been received by me.
5. that there shall be no deviations from the plans, specifications and location approved by the Committee without prior written consent of the Committee.
6. that I authorize members of the Committee to enter upon my Property to make a routine inspection(s).
7. that construction or alterations in accordance with the approved plans and specifications must commence and be substantially completed within the time periods provided for in the Declaration of Covenants; otherwise the approval by the Committee shall be conclusively deemed to have lapsed and withdrawn.
8. that it is my responsibility and obligation to obtain all required building permits, to contact *Miss Utility* at 800-257-7777, and to construct the improvements in a workmanlike manner in conformance with all applicable building and zoning codes.

Owner/Applicant Signature/Printed Name: _____

Date: _____

Co-Owner/Applicant Signature/Printed Name: _____

Date: _____

Street Address: _____ Lot Number: _____

- Required Attachments:
- (1) The plans and specifications, including sketch, photo, catalog illustrations, etc.
 - (2) Copy of survey marked showing location of proposed change.

FOR COMMITTEE USE ONLY:

Date received: _____

THE PROPOSED CHANGE IS (check one):

Approved: _____ Disapproved: _____ ~~Not~~ Considered (application not complete): _____

THE PROPOSED CHANGE IS SUBJECT TO THE FOLLOWING (if not, mark N/A):

Comments/Conditions: _____

The Committee

By: _____ Date: _____

Authorized Signature