

Annapolis Walk Homeowners' Association Exterior Alteration Application -Continued-

>> PLEASE PRINT or TYPE ALL INFORMATION <<

HOMEOWNER NAME:
ADDRESS:

ACKNOWLEDGEMENT OF ADJACENT AND AFFECTED PROPERTY OWNERS

Obtain the signatures of (2) two adjoining property owners and (1) one visual affected property owner – within a three house visual radius. (If you are not having success contacting your neighbors please call ProCom for help)

#1 ADJACENT OWNER NAME:	
ADDRESS:	
SIGNATURE:*	PHONE:

#2 ADJACENT OWNER NAME:	
ADDRESS:	
SIGNATURE:*	PHONE:

VISAULLY AFFECTED OWNER NAME:	
ADDRESS:	
SIGNATURE:*	PHONE:

* **Signing** this application indicates an awareness of proposed architectural change and does not constitute approval. For information on date of committee's review of this application, call ProCom at 410- 721-0777 ext.137 or visit our website at www.annapoliswalk.com.

HOMEOWNER AGREEMENT Please read this carefully!!

- A. I have completed this application and attached all required documents in good faith and it accurately represents the exterior alteration I propose to make. I understand that approval of this application does not authorize me to violate any provisions of the Annapolis Walk Covenants and Guidelines or the building and zoning codes of the City of Annapolis, Maryland.
- B. I understand that the City of Annapolis may require a permit for my alteration and I am responsible for securing it. I will contact the City of Annapolis at the Inspections & Permits Department 410-263-7946 to find out if a permit is required.
- C. I understand that any construction or exterior alteration undertaken before Architectural Committee approval of this application is strictly at my own risk, and that I may be required to return the property to its former condition at my own expense if the application is disapproved wholly or in part.
- D. I understand that representatives of the Annapolis Walk HOA and Architectural Committee are permitted to enter upon my property at any reasonable time for the purpose of inspecting the area for the proposed project, the project in progress, or the completed project and that such entry does not constitute trespass.

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- E. I understand that the work must be completed in a workmanlike manner within (12) twelve months of approval of this application. The approval expires 11:59 pm at the end of the twelve months and reapplication is required.

- F. I understand that I am authorized to construct only what has been approved. Any construction that deviates is unauthorized construction.

- G. I understand I assume full liability for the entire project.

If your project entails any kind of digging you must call Miss Utility 1-800-257-7777 (48) forty-eight hours before you start. It's the law! This company comes out to mark all underground utilities for free.

Homeowner's Signature: _____

Date: _____

PLEASE MAIL OR DELIVER TO:

**Annapolis Walk Architectural Committee
c/o ProCom Community Management
1111 Benfield Blvd., Suite 110
Millersville, MD 21108**

• Annapolis Walk Architectural Committee use only •

- APPROVED AS SUBMITTED
- APPROVED AS AMENDED (See comments below)
- TABLED FOR MORE INFORMATION (See below)
- DENIED (Reason stated below)

Date ProCom Rec'd: _____

Initials: _____

Date AWAC Rec'd: _____

Initials: _____

Fast Track Process? Y or N

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Chairperson, Architectural Committee

Date

NOTE: IF AN APPLICATION IS DENIED, A WRITTEN APPEAL REQUEST MUST BE RECEIVED AT PROCOM'S OFFICE WITHIN (10) TEN CALENDAR DAYS OF RECEIPT OF THE COMMITTEE'S DECISION.