

RIDGEVIEW CONDOMINIUM
Architectural Change Request Application

Name: _____ Property Address: _____
Owner's Home Address (if different): _____
City, State, Zip: _____
Home Phone: _____ Work Phone: _____

DESCRIPTION OF PROPOSED EXTERIOR CHANGE OR ALTERATION. Please outline in detail all proposed improvements, alterations or changes to your home. **Include color(s), size(s) specifications, materials, location and any other pertinent information needed by the Committee in order to make a decision.** Use the reverse of this form or another page to sketch the proposed alteration as it will appear when completed.

You will be notified in writing of the decision of the Ridgeview Architectural Committee and/or Whittier Community Association ACC Committee **within (60) days of receipt of two complete sets of application forms and accompanying documents.** By approving this request neither the Whittier Community Association, Inc. or the Ridgeview Condominium Association assumes any responsibility for the safety, construction, operation, maintenance, accident, injury or claim that may arise from the change or use of this improvement.

Estimated Beginning Date: _____ Projected Completion Date: _____

I understand approval does not relieve me of the responsibility to obtain any and all Building Permits or Variances, and to observe all local zoning ordinances. If approved, I agree to make the changes under the terms and conditions specified in the letter of approval. I agree to maintain any improvements on the Common Elements at my expense as long as I own any portion of the property. If any portion of Association property is disturbed or damaged by either myself or my contractor, I agree to be responsible for and to restore the Common Elements to the original or better condition(s).

Signature of Applicant: _____ Date: _____

Please return to: Ridgeview Condominium Association
c/o Jefferson Property Management, Inc.
P.O. Box 67
Jefferson, MD 21755

RIDGEVIEW CONDO BOARD/AGENT USE ONLY **Date Received:** _____

Your request for the above change, addition or improvement has been:

_____ Approved by the Ridgeview Architectural Committee

_____ Disapproved. SEE COMMENTS ATTACHED.

Approval/Review/Denial Date: _____ By: _____

Date submitted to Ridgeview Condominium Association ACC Committee: _____
