

ECHO GLEN CONDOMINIUM, INC

Architectural Change Request Application

****PLEASE SUBMIT IN DUPLICATE****

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

DESCRIBE THE 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 to sketch the proposed alteration as it will appear when completed.

You will be notified in writing of the decision of the **Whittier Community Association ACC** Committee within (60) days of the receipt of two complete sets of application forms and accompanying documents. By approving this request neither the Whittier Community Association, Inc. nor the Council of Unit Owners of Echo Glen Condominium 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 Start 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 original or better conditions(s).

Signature of Applicant: _____ Date: _____
Printed Name of Applicant: _____

COMMITTEE USE ONLY

Date Received: _____

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

___ Reviewed and submitted to the ACC Committee of the Whittier Community Association inc. for approval

___ Disapproved by the Echo Glen Review Committee. See Comments Attached.

Review/Denial Date: _____ By: _____

Date submitted to Whittier Community Association ACC Committee _____

Please return to:
Architectural Review Committee
Echo Glen Condominium, Inc.
c/o Jefferson Property Management, Inc
P.O. Box 67
Jefferson, MD 21755