

**WILLIAMSBURG SQUARE/ASHTON PLACE**

**APPLICATION FOR ARCHITECTURAL CHANGE**

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_ (H)

Property Address \_\_\_\_\_ (W)

\_\_\_\_\_

\*\*\*\*\*

**I. DIRECTIONS:** (Please print or type)

Please use area below to briefly describe all proposed improvements, alterations, or changes to your lot or home. Attach required details by sketches, drawings, clippings, pictures, catalog illustrations and other data. Show location of item on your property on a copy of the survey. Include detail of color(s), measurements, materials, and any other pertinent information.

A SEPARATE FORM MUST BE USED FOR EACH PROPOSED CHANGE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\*

**II. OWNER'S ACKNOWLEDGMENTS:**

- A. I understand ... that nothing herein shall be construed to represent that alterations to land or buildings in accordance with these plans shall not violate any of the provisions or building and zoning codes of the County to which the above property is subject. Further, nothing herein contained shall be construed as a waiver or modification of any said restriction.
- B. ...that no work on this request shall commence until written approval of the Architectural Review Committee has been received by me.
- C. ...that any construction or exterior alteration undertaken by me or on my behalf before approval of this application is not allowed; that, if alterations are made, I may be required to return the property to its former condition at my own expense if this application is disapproved; and that I may be required to pay all legal expenses incurred.
- D. ...that any approval is contingent upon construction or alterations being completed in a workmanlike manner.
- E. ...that members of the Architectural Review Committee are permitted to make a routine inspection.
- F. ...that a copy of this application will be returned to me after review the by the Architectural Review Committee.
- G. ...that there are architectural requirements covered by the Covenants and a review board process as established by the Board of Directors.
- H. ...that the alteration authority granted by this application will be revoked automatically if the alterations requested have not commenced within 90 days of the approved date of this application and/or completed by the date specified by the panel.
- I. ...that all proposed improvements must meet County codes. My signature indicates that these standards are met to the best of my knowledge. I understand that application for a County building permit is my responsibility.
- J. ...that any variation from the original application must be resubmitted for approval.

Owner/Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Co-Owner/Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

ATTACHMENTS: (1) Sketch, photo, catalog illustration, etc.  
 (2) Site plan or house location survey marked with change being requested.

<p><b>FOR COMMITTEE USE ONLY:</b></p> <p>Approved (Signature): _____</p> <p>Disapproved (Signature): _____</p>	<p><b>DATE RECEIVED:</b> _____</p> <p>Date: _____</p> <p>Date: _____</p>
<p><b>COMMENTS (Restrictions, additional requirements, reasons for disapproval):</b> _____</p> <p>_____</p> <p>_____</p> <p>_____</p>	

**Mail To: Architectural Review Committee  
 c/o The Management Group Associates  
 Williamsburg Square/Ashton Place  
 20440 Century Blvd., Suite 100  
 Germantown, MD 20874**