

COLLINGTON MANORS HOMEOWNERS ASSOCIATION
EXTERIOR ALTERATION APPLICATION

Applications may be submitted via email to HOA@CMHOA.net or DATE RECEIVED: _____

Please mail (request a returned receipt) or deliver to:
The Architectural Control Committee of
The Manors at Collington Station Homeowners Association, Inc.
P.O. Box 5301 - Capital Heights, MD 20791-5301

From: _____ Lot No.: _____

Address: _____ Phone No.: _____
(Please print or type all information)

Description of Changes desired – give full details of purpose and/or reason, type and color of materials to be used, and location on the property: (attach additional sheets if necessary)

If the modification is for a change in paint color, attach a sample and a model number of the paint or stain color. If the modification is for a structural change, ground planting, fencing, Rearrangement, etc., attach a drawn-to-scale sketch or architectural plan, etc.

Acknowledgement of Adjacent Property Owners

- Adjacent property owners must sign any application, which involves construction work or planting on or near a shared property line, e.g. fence construction, tree, hedge or shrub plants, etc.
- This acknowledgement indicates an awareness of the intent only and does not constitute nor indicate approval or disapproval.
- These signatures will be required if, in the opinion of the Architectural Committee, the alteration could affect the property value of the neighbors' property or the ability of the neighbor to enjoy their property. You may, if you wish, have your neighbor(s) sign now to avoid delay of the approval of your application.

Name: _____ Address: _____

Name: _____ Address: _____

Notes:

- 1) Nothing herein contained shall be construed to represent that alterations to land or buildings in accordance with these plans, shall not violate any of the restrictive covenants nor any of the Building and Zoning Codes of Prince George's County to which the above property is subject. Further, nothing herein contained shall be construed as a waiver or modification of any said restriction. I understand that I am solely responsible for obtaining any and all necessary permits or licenses required by Prince George's County and/or the State of Maryland. I further agree to hold harmless the Association and its Architectural Committee from any claims or actions arising by reason of violation of the Prince George's County Codes and/or State law.
- 2) The Prince George's County building ordinance is enforced by the Department of Environmental Resources (Construction Standards), which requires that I file plans with the Building Inspector (301-952-4456) at the County Administration Building before I commence construction.
- 3) I understand and agree that no work on this request shall commence until written approval of the Architectural Committee has been received by me.
- 4) The Declaration of Covenants requires Architectural Committee decision to be made within sixty (60) days of submission is considered approved. If I, or any neighbor, am unhappy with the ACC's decision, it must be appealed within 10 days by giving written notice of appeal to the ACC, the Association President or Vice-President. The appeal decision will be determined by the Board of Directors.
- 5) A copy of this application shall be returned to me, after review by my Architectural Committee.
- 6) It is understood that I have knowledge of the Covenants in regard to our easements.

Owner's Signature(s): _____ Date: _____
_____ Date: _____