

Chartridge Community- Architectural Change Request Form

Please note: You can e-mail your request directly to architecture-committee@chartridge.com for a quicker response.

Return form to: Chartridge Community Association – ACC, PO Box 554, Severna Park, MD 21146
or architecture-committee@chartridge.com

1. Name _____ Date ____/____/____

Street address _____ Phone # _____

Email address: _____

2. Describe the Proposed Change:

3. Start Date: ____/____/____

Completion Date: ____/____/____

4. If applicable, indicate color of items being replaced or repainted and attach the corresponding paint chip(s) (a web address for a sample is acceptable).

Item being changed (i.e. roof, siding, shutters, gutters, doors, fence, etc.)				
Existing Color				
Proposed Color (if same as existing color, just put "same")				

5. Attach the following when requesting structural additions, changes, or alterations:

- A site map or survey showing the project's location with respect to the house, sidelines, property lines, neighboring homes, and street;
- A blue print, plan, or sketch indicating the project's dimensions and design;
- A list of materials to be used and the type of finish, paint, and/or stain.

Applicant's Signature _____ Date _____

- Projects must begin within six (6) months of approval and be completed within six (6) months after commencement unless otherwise indicated.
- Homeowners are responsible for correcting any damage to nearby common or private areas resulting from this project or from project related changes in drainage within fifteen (15) days of discovery.
- Homeowners are responsible for 1) complying with the Chartridge homeowner's covenants 2) complying with Anne Arundel County Building Code and Permit requirements, and 3) assuring contractor adherence to 1&2.
- Contact "Miss Utility" at 800 257 7777 prior to any digging.

Committee use only: date received: ____/____/____ (circle one) accepted rejected

Comments:

Chairperson Signature: _____ Date: _____