

WEST VIEW
HOMEOWNERS ASSOCIATION, INC.

ARCHITECTURAL CHANGE REQUEST APPLICATION (v201607)

A completed application must be submitted for all exterior modifications to homes or lots. Mail completed application, all attachments, and a self-addressed stamped envelope to:

Westview Homeowners Association, Inc.
Attn: Architectural Change Review
15480 Annapolis Road, Suite 202-414
Bowie, MD 20715

Please type or print clearly and complete all sections.

Modifications to your home or lot may require the issuance of a building permit by Prince Georges County (call Department of Environmental Protection for building permit application) and/or the City of Bowie. Issuance of a building permit is not a substitute for approval by Westview Architecture Review Committee. Approval by the Westview HOA does not equate to or replace a city or council permit. A city or council permit does not relieve you of the requirement to obtain Board approval.

Materials, additions, modifications, changes, or uses prohibited by the Declaration of Covenants, Conditions, Restrictions, and Easement cannot be approved by the Architectural Review Committee or the Board.

1. Applicant's Name: _____ Date: _____
Mailing Address: _____
Home Phone: _____ Work Phone: _____

2. Description of Alteration/Change: _____ Property Address: _____

Attachments: _____ # of Additional Pages _____

3. Attach copies of the following to this application as applicable:
- a. Detailed scaled drawing or survey of house and lot showing size and location of proposed alterations in red.
 - b. Detailed drawing or architectural plans and elevations indicating dimensions, design, color, finish and materials for proposed alterations.
 - c. Current picture of the home.
 - d. If change in color scheme of any portion of the existing home or the addition of a shed or other structure is being sought, complete the following:
 - (i) Attach color sample of proposed color
 - (ii) Current color of home:

Doors: _____ Siding: _____ Trim: _____
Shutters: _____ Garage Door(s): _____ Roof _____

(iii) color change/alteration/addition:

| ITEM | CURRENT COLOR/DESIGN | PROPOSED COLOR/DESIGN |
|------|----------------------|-----------------------|
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4. Although approval, disapproval, or comments rendered by fellow owners are not binding on the final decision, they will be given consideration. Consequently, applicants **must** provide lot owners with an opportunity to review the proposed plans and make comments. At least two of the three community property owner signatures in the following section must be adjoining lot owners (next door, across the street, or cater-cornered).

5. Name, address, and signature of community property owners (if modifications or additions is sought to front of the house, information must be obtained from one lot owner across the street from applicant).

a. _____
Name Address Signature

Comments _____

b. _____
Name Address Signature

Comments _____

c. _____
Name Address Signature

Comments _____

6. I, the applicant, understand that if this request is approved:

- This construction must commence within six (6) months, and be completed within one (1) year from the date of this approval.
- Any damage to nearby common or private areas must be corrected within fifteen (15) days of completion of this construction.
- The homeowner is responsible for, and will obtain, any applicable County and City permits.
- I will contact "Miss Utility" at 800-257-7777 at least 48 hours prior to any digging.
- Any changes in drainage due to construction are the applicant's responsibility.

Applicant Signature(s): _____

Print Name(s): _____

Board/Committee Use

Application Received: _____ Meeting Date: _____ Notification Sent: _____

Approved

Conditional/Partial Approval

Disapproved

Board Notes/Comments: _____

President Signature

Secretary Signature