

Lake Forest Estates Homeowners Association, Maryland

Application for Exterior Alteration

Submit to:

Kathleen Hutzell via email at kathleen@completegmt.com, the Front Steps community portal, or mail.

Complete Management Services, Inc.

Attention: Kathleen Hutzell

PO Box 882

Pasadena, MD 21123

Office: (410) 255-4255 ext. 106

Applicant Information and Requested Alteration**Please Print Clearly**

Name: _____

Address: _____

Cell No.: _____ Work No.: _____

E- Mail Address: _____

Proposed Alteration and Description:

You MUST submit items 1 through 5 (as applicable) in order for this application to be processed.

If these items are NOT submitted, the application will be denied and returned to you.

1. Plat showing property boundaries with the proposed alteration drawn on it
2. Complete list of materials
3. Total dimensions of proposed project
4. Color (as applicable)
5. Diagram or brochure with pictures of proposed alteration

Please be advised that you will still need to obtain any County permits/approvals for the proposed alteration. Work is not to start until the appropriate permits/approvals are obtained. Please allow a minimum of 21 calendar days for processing, but please be aware the review can take up to **120 calendar days** per the HOA Declaration of Covenants, Conditions, and Restrictions.

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

_____ Date: _____

Approved By: _____ Date: _____

Remarks:

WAIVER OF LIABILITY

The homeowner(s) hereby agrees that any and all liability caused by or arising from this modification shall not be held against the Association, Management Company, Builder or Developer. Consequently, the Association, Management Company, Builder or Developer will not be held liable for any damages or hazards caused by this modification to said lot or any adjacent lot.

Please note that approval by the Architectural Review Committee is for external appearance only and does not imply that any review has been made of the structural or other adequacy, nor does it imply nor avert the necessity for approval by appropriate governmental authorities. Nothing may be permanently installed in any lake, drainage, or utility easements. Any construction pursuant to the provisions of this approval shall be subject to the continuing effect of the provisions of the Declaration, and of the Rules and Regulations of the Association and the Architectural Review Committee.