

LOG # _____
DATE TO ACC: _____
RECEIVED _____
ACC USE ONLY

**MONTPELIER HILLS HOMEOWNERS ASSOCIATION
APPLICATION FOR EXTERIOR ALTERATION**

NAME: _____
ADDRESS: _____
PHONE NUMBER: (H) _____ (W) _____
LOT NO. _____ BUILDER: _____

WARNING: Exterior alterations commenced without prior approval of the Board are in violation of the covenants and are at the applicant's own risk.

INSTRUCTIONS: Give purpose and full details of proposed change. If any painting is required, attach paint color chip. *All structural changes require a plot plan with a scaled drawing of the proposed alteration or addition.* Please limit attachments to 8 1/2" by 11" and submit in duplicate. **Applications lacking full details of proposed exterior alteration will not be processed until all details are mailed or faxed to the Association.** FAX application to (301) 953-1912 or mail application to:

Montpelier Hills Homeowners Association
c/o D. H. Bader Management Services, Inc.
14435 Cherry Lane Court, Suite 210
Laurel, MD 20707

DESCRIPTION OF CHANGE REQUESTED:

NOTES:

1. Prior to starting to build, building permits should be obtained from Prince George's County. Further, nothing herein contained shall be construed as a waiver of modification of any said County restrictions.
2. Applications usually take no longer than 30 days for review. A copy of the application will be returned to you after acted upon by the ACC and the Board of Directors.
3. Applicant must contact the ACC upon completion of proposed change for verification of compliance. Work as expressed herein must be completed within 12 months of approval. Extenuating circumstances regarding completion should be brought to the attention of the ACC.

OWNERS SIGNATURE: _____ DATE: _____

MONTPELIER HILLS HOMEOWNERS ASSOCIATION ACC ACTION:

- Application Approved as Submitted.
 Application Approved with the following provision(s): _____
 Application **DENIED** for the following reason(s): _____

Signed: _____ Date: _____