

DECATUR FARM TOWNHOUSE CONDOMINIUM ASSOCIATION

Exterior Alteration Application

APPLICATION FEE: \$15.00

Email: Bakerassoc@bakerocmd.com

(410)723-9495

The check for the application should be made payable to: **Decatur Farm Townhouse Condo Association**

Name: _____

Address: _____

Best Contact Method/Phone: _____

Please provide a full description of desired changes, attaching additional sheets of paper, if necessary. Include picture of the style of material and dimensions with drawing of requested change.

If applying for approval of paint or stain, please attach a paint/stain chip, type and color. Please include a drawing of your proposed change(s), where applicable.

Please note that this application does not exempt you from obtaining, where necessary, any ***Town permits and contacting Miss Utility, if relevant to the change desired.***

If using a contractor for said work, please furnish us with the following information:

Name of contractor: _____

Phone: _____ **License #:** _____

If contractor causes damage to any common area – owner will be held liable.

It is necessary to advise the neighbors adjacent to your home of the changes you wish to make. Once you have apprised them of your intent, please have them complete the following section:

Name: _____ **Name:** _____

Address: _____ **Address:** _____

Signature: _____ **Signature:** _____

Unit Owner – Do not complete area below this line.

This application has been reviewed by the Board of Directors of the Decatur Farm Townhouse Condo Association and has been:

Approved as submitted **Approved with changes** **Disapproved as submitted**

Notes:

Association representative's signature _____

Title _____

Date _____

Please be advised that if your request is denied, you can file an appeal for the matter to be reviewed by the full Board of Directors. You will need to take this form for appeal consideration.

Mail Check to: Decatur Farm Townhome
C/O Baker and Associates
PO Box 5429,
Ocean City, MD 21843

Rec'd Date Fee Received: _____