

EXTERIOR ALTERATION APPLICATION

In purchasing your unit in LeMar Estates, you agreed to be bound by the governing documents of the LeMar Estates Townhome Association, Inc. The Association’s Declaration states that you must obtain written permission if you wish to make alterations to your unit that will affect its exterior or surrounding area.

To receive permission, read the Architectural Guidelines posted on our website. Then complete the form below. Submit your application to the Architectural Review Committee (ARC) well in advance of the date you wish to begin your alteration. This will allow sufficient time for consideration of your application. Be as specific as possible. Attach any additional information (product brochures, drawings, etc.) that might assist in rendering a decision.

Your Name(s): _____ Today’s Date: _____

Please describe the alteration(s) you would like to make. Be as specific as possible.

If a contractor is to be used, provide contact name, company, address, and phone number below.

Estimated start date: _____

Estimated completion date: _____

Upon receipt of this application, the ARC will normally respond in writing within ten (10) days. Permission will be: 1) granted as submitted, 2) granted subject to described modifications, or 3) denied. If denied, you have the right to know why it was rejected.

I have read the Architectural Guidelines posted on the LeMar Estates website. I accept financial responsibility for all costs associated with this alteration, including costs of ongoing maintenance. I will abide by the decision of the ARC and will not make any alterations before receiving written permission. If I decide to make additional changes not described in this application, I will notify the ARC and receive permission in writing before proceeding. I will notify the ARC when the alteration is completed, understanding that final approval is subject to ARC inspection.

Enter your initials here to indicate that you agree to the terms described above: _____