

LEMAR ESTATES TOWNHOME ASSOCIATION
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, please:

- Plan ahead. 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.
- Fill out your portion of this form completely. Be as specific as possible. Attach any additional information (product brochures, drawings, etc.) that might assist in rendering a decision.

A copy of this application, completed by the ARC, will be returned to you. This will indicate the Committee's decision. Keep this for your records. Please understand that, unless stated otherwise, all obligations and expenses related to the installation and maintenance of approved alterations are your personal responsibility.

Your Application

Your name(s): _____ Date: ____/____/____

Address: _____ Phone number: _____

Email address: _____

Please describe the alteration(s) you propose to make.

Proposed start date: _____ Anticipated completion date: _____

If a contractor will be used, please provide name, address, and phone number.

ARC Response

- Authorized as submitted.
- Authorized with the following restrictions: _____

- Rejected. Reason: _____

ARC member signature: _____ Date: ____/____/____

ARC Final Approval

(Work must be completed in accordance with authorized specifications to receive final approval.)

ARC member signature: _____ Date: ____/____/____