

DESIGN REVIEW APPLICATION
BRADFORD'S LANDING COMMUNITY ASSOCIATION

To: Covenants Committee
Bradford's Landing Community Association
c/o The Management Group Associates, Inc.
20440 Century Boulevard, Suite 100
Germantown, MD 20874

Control # _____
Internal use only

From: _____ Lot: _____ Phase/Sec.: _____

Address: _____ Home phone: _____

Mailing Address: _____ Work phone: _____
(If different)

Directions:

The Declaration requires that you submit to the Covenants Committee for approval all proposed exterior additions, changes or alterations to your home and lot. To be considered by the Covenants Committee your Application must include detailed information describing the proposed change (Please review the Application Submission Checklist). **Make sure your Application is complete.** An Application submitted without all required submissions will be considered incomplete. In such case, the Covenants Committee's review period will not commence until all required submissions have been provided. Other exhibits may be requested to permit adequate evaluation of the proposed change. If you have any questions regarding the required submissions or the Application process, you are advised to seek guidance from CMC prior to submission of an Application.

Fee Schedule: Please refer to the fee schedule and submit the appropriate fee via personal check or money order payable to Bradford's Landing Community Association.

Brief Description of Proposed Change: (Please print or type)

Briefly describe all proposed improvements, alterations, or changes to your lot or home in the space below (For example: "Deck and Patio" or "Privacy Fence". It is expected that a more detailed description with drawings and additional information will be included with your submission package attached.

Purpose of Improvement: _____

ESTIMATED STARTING DATE OF CONSTRUCTION: _____
(Must be after approval by the Covenants Committee)

ESTIMATED COMPLETION DATE: _____

Neighbors' Acknowledgments: You shall obtain the signatures of all lot owners whose lots touch your lot. It is your responsibility to obtain the appropriate neighbor acknowledgments and / or provide proof of attempt.

Note: Signature by your neighbors indicates an awareness of your proposed change and *does not* constitute approval or disapproval on their part. **Your neighbors are encouraged to attend the Covenants Committee to address any questions and / or concerns.**

Name: _____
Address: _____
Lot _____
Signature: _____

Name: _____
Address: _____
Lot _____
Signature: _____

(over)

Note: Signature by your neighbors indicates an awareness of your proposed change and *does not* constitute approval or disapproval on their part. **Your neighbors are encouraged to attend the Covenants Committee to address any questions and / or concerns.**

Name: _____
Address: _____
Lot _____
Signature: _____

Name: _____
Address: _____
Lot _____
Signature: _____

Owners' Acknowledgments:

I/we understand and agree: (please initial)

1. _____ that approval by the Committee shall in no way be construed as to pass judgment on the correctness of the location, structural design, suitability of water flow or drainage, location of utilities, or other qualities of the proposed change being reviewed.
2. _____ that approval by the Committee shall in no way be construed as to pass judgment on whether the proposed change being reviewed complies with the applicable building and zoning codes of the county in which the property is located. I am responsible for obtaining and / or conforming to all applicable requirements, approvals, permits and / or permissions from all regulating authorities.
3. _____ that approval of any particular plans and specifications or design shall not be construed as a waiver of the right of the Committee to disapprove such plans and specifications, or any elements or features thereof, in the event such plans are subsequently submitted for use in any other instance.
4. _____ that no work on the proposed change shall begin until written approval of the Committee has been received by me; that, if work is begun prior to approval, I may be required to return the property to its former condition at my own expense if this Application is disapproved wholly or in part; and I may be required to pay all legal expenses incurred.
5. _____ that there shall be no deviations from the plans, specifications, and location approved by the Committee without prior written consent of the Committee; any variation from the original Application must be resubmitted for approval. Additionally, after the approved work has been completed, I understand that I am solely responsible for correcting any conditions and/or immediately restoring the property to its original condition in the event the as built construction deviates in any way from the original, approved plans. Further, I understand that if I fail to correct the condition after being notified by the Association, the Association may take all necessary enforcement action to correct the condition. Such enforcement shall include, but not be limited to, accessing my property in accordance with the provisions of the Association's governing documents for the purpose of correcting the unapproved condition. In that event, I understand and acknowledge that I will be responsible for all costs associated with any such action.
6. _____ that I authorize members of the Committee or managing agent to enter upon my Property to make one or more routine inspection(s).
7. _____ that construction or alterations in accordance with the approved plans and specifications must commence within 6 months of the approved date of this Application and be completed within 12 months of the approved date, otherwise the approval by the Committee shall be deemed conclusively to have lapsed and to have been withdrawn.
8. _____ that it is my responsibility and obligation to obtain all required building permits, to contact *Miss Utility*, and to construct the improvements in a workmanlike manner in conformance with all applicable building and zoning codes.
9. _____ that I am responsible for any damage and all cost to repair green space or community property that results from the proposed modification.
10. _____ **that I have obtained all appropriate adjacent neighbor acknowledgments or have provided proof of attempt.**
11. _____ that I am the owner of the subject lot and I am responsible for maintaining the proposed improvement in a state of good repair.
12. _____ that it is my responsibility to ensure that the proposed improvement(s) meet all easement holder and / or utility company requirements. If applicable, any relocation required by any easement holder and / or utility company will be my responsibility.

Owner/Applicant Signature _____ Date _____

Co-Owner/Applicant Signature _____ Date _____

Required Attachments: See Application Submission Checklist