

# DESIGN REVIEW APPLICATION

Directions: The Declaration of Covenants, Conditions and restrictions requires that you submit to the Design Review Committee for approval all proposed exterior additions, changes or alterations to your house and lot. In order to be considered by the Design Review Committee your application must include detailed information describing the proposed change (typically, plans and specifications including sketches, photos, catalog illustrations, etc. showing the nature, kind, shape, color, dimensions, and materials; and a copy of the survey with the location marked). Make sure your application is complete. An application submitted without all required submissions would be considered incomplete. In such case, the Design Review 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 Management prior to submission of an application.

Homeowner Name(s): \_\_\_\_\_ House Type: \_\_\_\_\_  
Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Mailing Address: (if different) \_\_\_\_\_ Work Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Purpose of Improvement: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Description of Proposed Alteration: Describe all proposed improvements, alterations, or changes to your lot or home. Include measurements, intended colors, and product descriptions or links.

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Estimated Time Frame of Improvement: (pending approval) \_\_\_\_\_  
\_\_\_\_\_

Owner Acknowledgements: I /we understand and agree:

\_\_\_ 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.

\_\_\_ that approval by the Committee shall in no way be construed as to pass judgment on whether the proposed change being reviewed is in compliance with the applicable building and zoning codes of the county in which the property is located.

\_\_\_ 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.

\_\_\_ 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.

\_\_\_ 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.

\_\_\_ that I authorize members of the Committee or managing agent to enter upon my Property to make one or more routine inspection(s).

\_\_\_ 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.

\_\_\_ 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.

\_\_\_ that I am responsible for any damage and all cost to repair green space or community property that result from the proposed modification.

\_\_\_ upon completion of modification color pictures of finished modification will be submitted to Management or the Design Review Committee showing completed project to complete approval and to be maintained in Homeowner's file for future reference.

Owner / Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Co-Owner / Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Once completed, please submit the completed form and all additional documentation via one of the following methods:

- FrontSteps Work Order
- Emailing [tanyardsprings@abarisrealty.com](mailto:tanyardsprings@abarisrealty.com)
- In person or via the black drop box at the community clubhouse
- By mailing in the application to:  
Tanyard Springs Homeowners Association  
6920 Heritage Crossing  
Glen Burnie, MD 21060