

# ARCHITECTURAL IMPROVEMENT APPLICATION FORM

Furnace Hills Homeowners' Association, Inc.

**We prefer if you use the online version of this form: [www.furnacehills.org/architectural.html](http://www.furnacehills.org/architectural.html)**

- \*\*\*\* Please TYPE or PRINT to complete form in its entirety
- \*\*\*\* Carroll County laws require a building permit on several architectural changes. Call 857-2874 (County Permits) for an application.
- \*\*\*\* Approval or denial of architectural changes are based on Association criteria. Property Owners have sole responsibility to comply with all county and state laws and codes.
- \*\*\*\* A detailed scale drawing, plat map, or lot blueprint with proposed alterations indicated in **RED** must accompany this form.

**INCOMPLETE APPLICATIONS WILL BE RETURNED!**

## HOME OWNER INFORMATION

Name: \_\_\_\_\_ Date Submitted: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Address: \_\_\_\_\_ Work Telephone: (\_\_\_\_) \_\_\_\_--\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Home Telephone: (\_\_\_\_) \_\_\_\_--\_\_\_\_

## IMPROVEMENT LOCATION INFORMATION

Lot Number: \_\_\_\_\_ HOUSE SCHEME: \_\_\_\_\_  
Address: \_\_\_\_\_ Siding Color: \_\_\_\_\_  
Westminster, Maryland 21158 Door/Trim/Shutters Color: \_\_\_\_\_  
Year of Purchase: \_\_\_\_\_ End \_\_\_\_\_ Interior  
Original Owner: \_\_\_\_\_ Yes \_\_\_\_\_ No Walk Out Basement: \_\_\_\_\_ Yes \_\_\_\_\_ No

## CURRENT STRUCTURES ON PROPERTY

Deck: \_\_\_\_\_ No \_\_\_\_\_ Yes. Year Constructed: \_\_\_\_\_  
Shed: \_\_\_\_\_ No \_\_\_\_\_ Yes. Year Constructed: \_\_\_\_\_  
Fence: \_\_\_\_\_ No \_\_\_\_\_ Yes. Year Constructed: \_\_\_\_\_  
Privacy Fence: \_\_\_\_\_ No \_\_\_\_\_ Yes. Year Constructed: \_\_\_\_\_  
Patio: \_\_\_\_\_ No \_\_\_\_\_ Yes. Year Constructed: \_\_\_\_\_  
Other: \_\_\_\_\_ Year Constructed: \_\_\_\_\_

## DESCRIBE THE PROPOSED IMPROVEMENT IN DETAIL

Improvement: \_\_\_\_\_  
Color (Sample must be attached): \_\_\_\_\_  
Dimensions: \_\_\_\_\_ Height \_\_\_\_\_ Length/Depth \_\_\_\_\_ Width \_\_\_\_\_  
Materials/Type of Wood: \_\_\_\_\_  
Elevation: \_\_\_\_\_  
Complete description of proposed improvement or change from the original structure. Feel free to Use reverse side of the application for additional details: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Work Completed by: \_\_\_\_\_ Self/Friends/Family \_\_\_\_\_ Contractor \_\_\_\_\_  
Estimated Project Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Estimated Project Completion Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## HOMEOWNER AFFIDAVIT

All information supplied is true and correct to the best of my knowledge. I certify that I am the Current title owner of the proposed improvement location.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

## MAIL COMPLETED APPLICATION AND DRAWINGS TO:

Furnace Hills Homeowners Association, Inc.  
Architecture Committee  
P.O. Box 294 Westminster, Maryland 21158

**(All communication with the Architecture Committee *must* be in writing)**

**APPLICATION REQUIRES RECEIPT OF WRITTEN APPROVAL BEFORE WORK BEGINS**  
**PLEASE ALLOW -60- DAYS FOR APPROVAL**