

## PLEASE READ BEFORE SUBMITTING APPLICATION

**INCOMPLETE APPLICATIONS WILL BE RETURNED TO THE APPLICANT.  
APPLICATIONS MUST BE COMPLETE BEFORE THEY WILL BE PLACED  
ON AN AGENDA. PLEASE USE THE FOLLOWING CHECKLIST.**

- \_\_\_\_\_ Read the *High Point South Condominium Association, Architectural Guidelines* pertaining to your alteration.
- \_\_\_\_\_ Complete the application form.
- \_\_\_\_\_ Show the location of the proposed alteration.
- \_\_\_\_\_ Include an elevation drawing and/or pictures of the planned alteration. Please include all dimensions and description of materials to be used.
- \_\_\_\_\_ Include the color of alteration (chips, sample, or a picture).  
A verbal description is not acceptable.

***High Point South Condominium Association  
Architectural Committee Exterior Alteration Application***

**OWNER INFORMATION**

Name: \_\_\_\_\_

Unit Number: \_\_\_\_\_

Phone: (home) \_\_\_\_\_ (work) \_\_\_\_\_

.....

**TYPE OF ALTERATION**

*(Please include location survey, drawings/pictures of proposed alteration, color/material sample and other supporting documents)*

\_\_\_\_\_

\_\_\_\_\_

**DESCRIPTION OF CHANGE**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

This application is in accordance with the ***High Point South Condominium Association Architectural Guidelines*** and does not violate building codes and zoning codes of the Town of Ocean City and/or Worcester County, Maryland. Applicant assumes full responsibility for the entire project. Applicants runs the risk of incurring the cost of removal, restrictions must be met and are the responsibility of the applicant. Exceptions to an approved alteration must be approved by the ***High Point South Condominium Architectural Committee***.

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

.....

(Office Use)

ACTION: Approved \_\_\_\_\_ Approved with Provisions \_\_\_\_\_

Denied/Reason \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_