

QUEEN'S LANDING COUNCIL OF UNIT OWNERS

500 Queen's Landing Drive, Chester, MD 21619

Phone 410-643-5192 – FAX 410-604-2712

www.queenslanding.org

SATELLITE/ANTENNA INSTALLATION - ARCHITECTURAL CHANGE REQUEST

Please complete both pages of this form and drop it off at the clubhouse office or mail it to the address above. You can also scan and email it to office@queenslanding.org. Homeowner is responsible to sign and date the statement on page 2.

**SATELLITE/ANTENNA INSTALLATION ACR IS NOT CONSIDERED RECEIVED BY THE OFFICE
WITHOUT CONFIRMATION OF RECEIPT DOCUMENTING DATE RECEIVED. (see page 2)**

Name: _____ Date: _____

Unit Address: _____ Phone: _____

Draw proposed location of satellite dish. Provide aerial and side views if possible.

Provide a narrative description of your proposed dish location:

The following items in regard to the installation of satellite dishes or any antenna MUST be adhered to in order to be in compliance with this Architectural Request:

(1.) It is the unit owners responsibility to inform the Association Manager or Assistant Manager of the date and time of the upcoming appointment for installation of the satellite dish or antenna. (2.) The unit owner agrees that the wires associated with the satellite dish/antenna installation shall be secured and will become the unit owner's responsibility to maintain. (3.) The unit owner agrees to make every attempt to **avoid placing the satellite dish/antenna in a location that obstructs or somehow interferes with a neighbor's view** and to place the dish/antenna in the rear of the building so it cannot be seen from the front or street-side of the building. (4.) **Satellite Dish/Antenna CANNOT be installed on a neighbor's roof.**

Homeowner acknowledges the above statement: _____

Homeowner Signature / Date

By signing this document, the unit owner accepts responsibility for all costs, future maintenance and any damage resulting from or relating to the installation of the satellite dish/antenna proposed in this ACR, even if it is approved, and understands that responsibilities pass on to all future owners of this unit. The proposed installation must meet any and all codes, permits or other requirements deemed necessary by County, State or other Governmental authority. Unit owner understands that Queen's Landing is not responsible for obtaining any permits, licenses or any other requirements controlled by any Governmental authority. Unit owner understands that the **installation of any satellite dish/antenna IS NOT AUTHORIZED until this document is signed and approved and further agrees that work WILL NOT PROCEED UNTIL WRITTEN APPROVAL IS RECEIVED.**

Installation Date: _____
Homeowner Signature / Date

Note: This ACR is null and void unless written acknowledged receipt is provided below.

The undersigned acknowledges receipt of this ACR on behalf of Queen's Landing:

Received by: _____
Queen's Landing Authorized Personnel (print name and sign) Date: _____

REVIEW PROCESS:

Date: _____ Approval _____ Denial
Chairperson, Covenants Committee

Date: _____ Approval _____ Denial
Chairperson, Maintenance Committee

Note: In the event those responsible for review do not agree to approve or deny this request, the Covenants Committee Chairperson or his/her designee shall bring the matter before the Queen's Landing Board of Directors for resolution at the next scheduled monthly Board Meeting.

BOARD OF DIRECTORS ACTION:

_____ Approved _____ Denied (see below)

_____ Approved subject to the following conditions:

_____ Board of Directors Authorization (Print name and sign) _____ Date