

# MARINA ARCHITECTURAL CHANGE REQUEST

*Please complete pages 1 and 2 of this form and send to  
the Marina Executive Committee*

## QUEEN'S LANDING COMMUNITY MARINA, LLC

ATTN: Marina Directors

501 Queen's Landing Drive, Chester, MD 21619

Name \_\_\_\_\_

Mailbox Number \_\_\_\_\_ Slip Number \_\_\_\_\_ Phone Number \_\_\_\_\_

Narrative and description of the proposed changes or modifications: (Attach drawing of proposed changes or modifications as applicable or provide an aerial view and/or side view, if possible)

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Attach a copy of the manufacturer's material specifications or provide a sample of materials, if available. Any requests to alter the physical structure of the building require that you submit detailed specifications/drawings from your contractor with this request in order for the request to be considered.

I understand the unit owner is responsible for all costs, future maintenance, and any damages resulting from or relating to the installation of the proposed request if it is approved; and understand that responsibilities pass on to all future owners of this slip unit. The proposed changes must meet any and all codes, permits or other requirements deemed necessary by County, State, or other governmental authority. I will be responsible for complying with all

licenses, permits, or code provisions as required by law. I understand that the Marina Executive Committee is not responsible for obtaining any permits, licenses, or any other requirements controlled by any governmental agency/authority. I further understand that the changes requested ARE NOT AUTHORIZED until the Marina Executive Committee approves this request and I WILL NOT PROCEED WITH ANY WORK UNTIL I RECEIVE WRITTEN APPROVAL.

Estimated start date \_\_\_\_\_

Estimated completion date \_\_\_\_\_

Unit Owner Signature Date \_\_\_\_\_

**RECOMMENDATIONS:**

\_\_\_\_\_ Approved

\_\_\_\_\_ Denied (see reason(s) for denial below)

\_\_\_\_\_ Approved subject to the following conditions:

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Marina Executive Committee \_\_\_\_\_ Date \_\_\_\_\_