

Date Received: _____
for ACC use only



NEW MARK COMMONS HOMES ASSOCIATION, INC.

C/O ABARIS REALTY INC.

7811 MONTROSE RD STE 110 POTOMAC MD 20854-3349
301-468-8919 acc@newmarkcommons.net

**ARCHITECTURAL CONTROL COMMITTEE (ACC)
APPLICATION FOR EXTERIOR MODIFICATIONS**

THIS APPLICATION MUST BE SUBMITTED FOR ANY EXTERIOR ARCHITECTURAL
MODIFICATION, INCLUDING CHANGES IN COLOR, MATERIAL, OR ROOFS.

Application Date:

Applicant:

Address:

Home Phone:

Cell Phone:

Email:

Applicant Signature:

INSTRUCTIONS: Please complete the entire application, notify at least three (3) of your potentially affected neighbors and submit the form to the NMC Homes Association. Submit the application by the 25th of the month so that the ACC will have time to visit your property before the next ACC meeting. You may email the form to the ACC at ACC@newmarkcommons.net, attach it to the ACC/ARC request in the Abaris/New Mark portal, or mail it to Abaris at the address above.

DESCRIBING THE PROJECT: Describe the proposed project in detail below. Use additional sheets if necessary. Also include the following with your application: clear drawings (8 1/2" x 11" min.) or professional plans, elevations and plats; photos (3" x 5" min.), printed brochures or physical samples (2" x 2" min.) or links to manufacturers' website pages showing complete details of the actual materials to be used. You do not have to share cost information. Some projects require Rockville city building permits. Contact the City at 240-314-8240 for information regarding permits.

DESCRIPTION OF PROJECT:

Owner will do own work: YES NO

Contractor (Name and Address or email):

NOTIFY NEIGHBORS WHO WILL SEE OR BE AFFECTED BY YOUR PLANNED MODIFICATIONS:
Your neighbors need to know about your plans but do not need to approve them. Find email addresses in the New Mark Directory. Enter the names or email addresses below. If you do not use email, you can visit your neighbors and have them initial by their name.
Submit this application, with any attachments, to the ACC.

Neighbors:

Your neighbor submitted this application and shared it with you. If you have any questions regarding the project or concerns with any of its components, please immediately contact the Architectural Control Committee (preferably in writing) to explain your concerns. You are also encouraged to discuss your concerns directly with the applicant.

NAME / EMAIL

ADDRESS

1.

2.

3.

4.

5.

Approval is only valid for one year from the date of approval.

Revised 10-12-2024