

Dorsey's Search Community Association, Inc.
4765 Dorsey Hall Drive
Ellicott City, MD 21042
410-730-4005

Return application to:
Linden Hall
4765 Dorsey Hall Drive
Ellicott City, MD 21042
410-730-4005 fax: 410-730-4008
email: dscovenants@columbiavillages.org

Village use only:
Log#DS _____
Date Received _____
Tabled _____
Final Action _____
App Notice _____

In Home Business/Profession Application

Application/Property Owner's Signature _____

(Please print)

Name _____

Address _____

Email Address _____

Home phone _____

Work phone _____

Type of home:

Single Family Townhouse End Unit Townhouse Mid Unit Apt # _____

The Dorsey's Search Covenants and Guidelines require that all plans for proposed in-home professions or industry be submitted to the Resident Architectural Committee (RAC). A completed description of the Dorsey's Search profession and industry requirements are covered in Article XI of the Village Covenants. The application must include a description of the following:

- The type of business to be conducted (complete description).
- How business related materials will be delivered and stored.
- How products, services, and materials will be distributed and advertised.
- How the business will impact on traffic and parking in the neighborhood.
- Number and type of deliveries required.
- Type and # of vehicles to be used for business and parking of such vehicles.
- Operating hours.

- Any other information that will describe the impact of the profession or business on the neighborhood, i.e. number and times of meetings, appointments, etc. and where vehicles will be parked for such meetings and appointments, etc.

Will a truck or other commercial vehicle be used? Yes No If so, how many? ____

The maximum number of people at any one time? _____

Number of employees? _____

What will the hours and days of operation be? _____

Date requested for beginning of profession/home industry _____

Does the applicant expect to make application for a sign to be used in connection with profession or home industry? Yes No

Will the applicant's telephone number be listed in yellow pages of telephone directory or other commercial directory? Yes No

Are related materials to be stored on the property? Yes No

If yes, where? _____

Describe proposed profession or home industry. Use additional sheets if necessary.

Acknowledgement: Please obtain the signatures of two adjacent neighbors.
Acknowledgement indicates awareness of the plans but does not demonstrate approval or disapproval.

Signature

Address

Signature

Address

NOTE: Individuals affected by this application are encouraged to contact the Village Office or attend the appropriate RAC meeting if they have comments regarding this proposal.

Residents are advised that an application must first obtain permission to conduct the profession or in-home business from Howard County Zoning Board. For further information, call the Department of Licenses and Permits at (410)313-2455. However, the RAC will not be responsible for seeing that residents acquire such permits. This is the resident's responsibility.

Application will be reviewed initially by the RAC at its regularly scheduled public meeting. Applicants are strongly urged to attend the session at which their proposals are scheduled for review. The RAC's recommendation for approval/disapproval is then sent to Dorsey's Search Architectural Review Committee (ARC) for action. A written notice of the decision is then sent to the applicant. The process usually takes 2-4 weeks.

The RAC and Covenant Advisor are available to aid in the discussion to ensure compliance with the requirements and in the preparation of this form.

****NOTE:** If the change applies to a Townhouse or Condominium having architectural control, please complete the following **PRIOR** to submission to the Dorsey's Search Architectural Committee. Application will be considered incomplete and cannot be reviewed until signed by respective townhouse/condominium association.

Name Of Association: _____

Association Approval: _____
(Signature of Officer) (phone number)

(Date)

Village Use Only

RAC RECOMMENDED ACTION:

Approved as submitted _____

Approved with provisions _____

Denied _____

ARC Member Signature: _____

Final Action: _____

Date: _____

12/04