



Mystic Harbour Homeowners Association, Inc. *NEWS BEACON* *September 2022*

BOARD OF DIRECTORS

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Member at Large

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Member at Large

Carole McClay

The next board meeting is scheduled for September 10th at 10am in the pool building.

Remember our new website, www.mhhoamd.com is up and running. Please visit our website when you get the chance and check out the "Events" tab on the website for updates! **If you need any form please visit our website or feel free to email mhhoa21811@gmail.com**

Our Call Multiplier has been working wonderfully! Call Multiplier is a virtual communication system which will allow for the Board to easily communicate information to homeowners, via a recorded telephone message. The Board has been sending out messages using this program, so if you are not currently receiving messages please update your contact info with the Board. You will find a homeowner update form at end of the electronic version of this newsletter.

EVENTS

- There is a community wide yard sale, including May Vistas I & II scheduled for September 17th, 2022 from 9am until 3pm. Set up on your parking pad and make some extra cash!
- There will be a community Halloween Party in October – stay tuned for updates on the website and in our next newsletter.
- Community Halloween Truck or Treat is scheduled for October 31st – stay tuned for updates on the website and in our next newsletter.

THANK YOU ALL!

We'd like to give a big shout out to Carole McClay and all the volunteers at the Snack Shack and for taking care of the pool this year! And a HUGE thanks to Corey for BBQ'ing and to Linda Steelman for supplying the sheet cake for our Labor Day picnic! Thanks for a great pool season! We look forward to seeing everyone next year.

Volunteers Needed!

The board is looking for volunteers to support clean-up efforts at our entrance, and the basketball and tennis courts. Please reach out to Gina directly at ginamhhoa@gmail.com if you'd like to help.

Architectural Committee

Remember to submit an Architectural Request form when you desire to perform any work on your lot or the exterior of your home. For your convenience, an architectural request form has been added to the electronic version of this newsletter. In general, homeowners should be familiar with, compliant with, and avoid any violations of the HOA "Declaration of Covenants, Conditions and Restrictions", including but not limited to Article VII (Architectural Control) and Article VIII (Rules and Regulations). Please include all required documentation so the Architectural Committee can consider your request and respond quickly. Please be aware that failure to obtain the necessary approvals from the board may result in additional action; up to and including legal action if required. In addition to an Architectural Request, your work may also require various county approvals. For example, all deck installations (ground level and higher), fence installation/placements and shed installation/placement require various county approvals. Failure to obtain the necessary written approval from the county may require the installation/placement be removed, in addition to other penalties from the county.



HOMEOWNER INFORMATION

LOT# _____

OWNER NAME _____

CELL NUMBER _____

EMAIL ADDRESS _____

MAILING ADDRESS _____

OWNER NAME _____

CELL NUMBER _____

EMAIL ADDRESS _____

MAILING ADDRESS _____

EMERGENCY CONTACT NAME _____

CELL NUMBER _____

PLEASE SCAN AND EMAIL TO: mhhoa21811@gmail.com

OR PLEASE MAIL TO: Mystic Harbour Homeowners Association
 P.O. Box 555
 Berlin, MD 21811

Application for Exterior Alteration (Architectural Request)

PLEASE PRINT LEGIBLY

Association:	
Subject Property:	
All Homeowner Name(s):	
Homeowner Primary Mailing Address:	
Primary Phone Number:	Secondary Phone Number:
Primary Email Address:	Secondary Email Address:
Describe proposed alteration, attach sheets if necessary:	
Contractor's Name, if applicable:	

All Homeowners listed on the Deed must initial and sign this form where indicated.

____/____ If applicable, you must submit items 1 through 5 for this application to be processed. If these items are applicable and not submitted, this application will be denied:

1. Total dimensions of proposed project, if applicable, include square footage;
2. Complete list and description of materials to be used, including manufacturer, color, and model;
3. If applicable, plat showing property boundaries with the area of the proposed alteration drawn on it;
4. If applicable, diagram, elevation, and/or illustration of the proposed project, (a working web-link may be used);
5. If a contractor is completing work, copy of contractor's work license and certificate of insurance.

____/____ The Homeowner(s) hereby agree that any and all liability caused by, or arising from, this modification shall be assumed by the Homeowner(s). Homeowner(s) agree to release the Association, and Declarant of any and all liability.

____/____ Approval by the Association is for the outward appearance only and does not imply any engineering review of a structural nature has been completed. No structure may be permanently installed in any drainage or utility easements. Any construction pursuant to the provisions of this approval shall be subject to the continuing effect of the provisions of the Declaration, Bylaws, Rules and Regulations of the Association, the Architectural Review Committee, the Board of Directors, and/or their designee.

____/____ This application will be forwarded for review to the Board of Directors and/or the Architectural Review Committee. It is the Homeowner's responsibility to obtain any government issued permits that may be required for the proposed alteration. If the requested alteration requires any ground to be dug up, it is the Homeowner's responsibility to have any underground utilities identified to prevent damages from occurring.

____/____ Depending on the scope of your project, please allow at least 30 calendar days for the Board of Directors and/or the Architectural Review Committee to meet and review this application. Status updates and questions may be emailed to mhhoa21811@gmail.com.

Please allow two full business days for a response.

Homeowner's Signature: _____ Print Name: _____ Date: _____

Homeowner's Signature: _____ Print Name: _____ Date: _____

Ways to submit this form: Email: mhhoa21811@gmail.com or Mail: MHHOA PO BOX 555 BERLIN, MD. 21811