Request for Architectural Approval Form

Please Allow 30 Days for Approval Process

Name:		Phone #:	
Address:			
City:	State:	Zip:	Lot #:

Type of Modification/Addition:

☐ Fence ☐ Landscaping ☐ Satellite Dish

☐ Deck/Patio ☐ Other (specify)_____

Attach detailed modification/addition description, including the following if applicable:

1. **Copy of property survey with proposed modification/addition clearly marked on survey (must be included for all modifications and /or additions).**
2. Location
3. Size
4. Color
5. Materials (s)
6. Contractor
7. Plans/Drawings/Photographs

Please note: Home owner is responsible for obtaining any necessary permits**.**

Estimated Start Date:	Estimated Completion Date:

By signing below, I acknowledge that 1) I am required to obtain Board/ARC approval prior to making any modifications/additions to my home; 2) I am obligated to allow sufficient time for the processing of my request, 3) I have reviewed the Copper Ridge Rules and Architectural Guidelines to ensure my request falls within the community's guidelines, and; 4) I understand that any ARC approval is aesthetic in nature and does not constitute engineering approval and I will be responsible for any consequences relating to the approved work performed.

Signature:_____ Date:_____

Optional: I have shown and discussed this request with the following homeowners. Their signature indicates that they are aware of scope of work relating to this plan:

Signature: _____ **Address:**_____
Signature: _____ **Address:** _____
Signature: _____ **Address:** _____

MAIL ALL APPLICATIONS TO:
COPPER RIDGE HOMEOWNERS ASSOCIATION
c/o PPM, Inc.
6379 Falls of Neuse Road, Raleigh, NC 27615
Phone (919) 848 4911; Fax (919) 870-7241
Please include three (3) complete copies of your request.
Requests for multiple changes must be submitted separately.

Do not write below; for Board/ARC use only.

Received by:_____ Date:_____

☐ **Approved** ☐ **Approved with Requirements** (see attached) ☐ **Denied** (see attached)