REQUEST FOR ARCHITECTURAL APPROVAL

I. Request Submitter Information

Community Name	
Name	
Address/Unit #	
Phone	
Email	
DATE Submitted:	

II. Requested Change (please check)

NOTE: EACH REQUESTED CHANGE REQUIRES A SEPARATE APPLICATION

Driveway Extension		Gazebo/Playhouse	
Porch		Exterior Paint	
Shed		Fence	
Deck/Patio		Landscaping	
Satellite Dish		Tree Removal	

Other change (please specify): _____

III. Specific Description of Improvement, Modification or Change

***NOTE: ALL INFORMATION REQUESTED IS <u>REQUIRED</u>* FOR APPLICATION TO BE CONSIDERED.**

Location on property-specify	
Size/dimensions of modification	
Color	
Materials	***Note: ALL wood used MUST be pressure treated***
Estimated Dates	Starting: Completion: ***Starting date MUST be at least 30 days after submitting application***
Contractor Name, Address & Phone (if applicable)	

Please note:

- **The ARC process does not begin until all required documents are received by your Board of Directors.**
- **The Architectural Review Committee reserves the right to request more information to clarify this application. If more information is requested, the turn around time restarts.**
- **Installation prior to proper approval is a violation of the Association's Codes, Covenants, and Restrictions and may result in a violation letter and possible fines.**
- **Approval by the ARC does not in any way guarantee approvals by the City, County, or any other such agencies and all such approvals or permits are the responsibility of the applicant.**

Please include ALL required documents:

- All pages of the ARC form, fully completed
- Detailed description of the proposed modification including: location, dimensions, colors, and materials
- Sample or photographs of materials: siding, paint, shingles etc
- Photos or drawings of proposed structure/modification/landscape plan
- MUST INCLUDE ONE of the following three options WITH THE PROPOSED MODIFICATION DRAWN IN AND DISTANCES FROM NEAREST PROPERTY LINES CLEARLY MARKED: a copy of your ACTUAL property survey (usually received with property purchase closing documents), OR a GIS printout from gis.gastoncountync.gov, OR a drawing of your property lines and house.

Note: Please review the Design Standards on the Rules & Regulations page at www.kendrickfarmhoa.com for your project plans.

Required ARC documents must be submitted via the CAMS Connect Owner Portal at portal.camsmgt.com with attachments or by emailing to: email@camsmgt.com. Submittals will be processed during normal business hours.

I further acknowledge and agree to the following:
1. I have reviewed and understand the Covenants and Design Standards and will comply with those requirements.
2. I will be responsible for obtaining all permits that may be required, and for completing this project in a timely manner and as approved by the ARC Committee.
3. I will maintain a clean construction site at all times.
4. I will be responsible for the conduct of all workers and subcontractors performing services on this project.

OWNER'S SIGNATURE: _____ Date: _____

For Architectural Control Committee Use Only:

Date ARC recd completed app.	
Date completed app reviewed	
Date homeowner notified of decision	
ARC DECISION	Approved Conditional Approval Unable to Approve
REASON for application decision	