

**The Tors of Avalon HOA
Architectural Review Committee
Modification to Existing Residence Request**

Property Owner: _____ Date: _____

Property Address: _____

Email Address: _____ Phone: _____

Improvement Request: (Complete description)

Licensed Contractor: ____ Yes ____ No

Building Permit Required: ____ Yes ____ No

If so, have you obtained: ____ Yes ____ No

Dimensions: _____ (if applicable)

Color: _____ (if applicable)

Contractor Name: _____ Contractor Phone: _____

Location: _____ (on home/property)

Cost of Project: _____

Construction Materials:

Paint/Stain selection (if applicable) (Please list the paint/stain color, manufacturer name, etc.)

All submissions must be accompanied with the following:

- Architectural drawing and/or pictures
- Property survey/plat showing improvement(s)
- Description and samples of materials
- Evidence of government approval (permits for city and county, etc.) where applicable
- \$1,000 Compliance Deposit

Note: Remember to allow thirty (30) days after submission to the ARC. You may not begin construction on any modifications until you receive a written correspondence from the Architectural Review Committee.

Documentation for Compliance Deposit as found in CCR's and ARC's:

ARC, Section V. Review and Approval Process

B. Modification to Existing Residences: \$1,000

Modifications or changes to existing residences require architectural review also, even if minor. Owners desiring to modify or change their existing residences are required to submit three (3) copies of plans to the HOA's Board representative at an address specified by the representative or Board, together with a \$1,000 deposit. The ARC will review the plans and determine whether the proposed change or modification requires a study by the HOA's architect. If so, the owner will be notified and will be required to submit an additional \$150 to the Property Manager to defray the cost of the review by the architect. When the modification or change has been completed and approved by the ARC, the \$1,000 deposit will be refunded to the owner minus any costs incurred for such review by the architect or repairs or modifications to existing amenities or roads.

IMPORTANT NOTICE: FOR YOUR PROTECTION, INQUIRE AND OBTAIN CITY AND/OR COUNTRY PERMITS BEFORE SUBMITTING REQUESTS FOR APPROVALS TO THE ARC.

APPROVAL OF ANY STRUCTURE BY THE ARC IS IN NO WAY A CERTIFICATION THAT THE STRUCTURE HAS BEEN BUILT IN ACCORDANCE WITH ANY GOVERNMENTAL REGULATION(S) OR THAT THE STRUCTURE COMPLIES WITH SOUND BUILDING PRACTICE OR DESIGN.

NEITHER DECLARANT, THE ASSOCIATION, THE ARC, THE BOARD, NOR THE OFFICERS, DIRECTORS, MEMBERS, EMPLOYEES AND AGENTS OF ANY OF THEM SHALL BE LIABLE IN DAMAGES TO ANYONE SUBMITTING PLANS AND SPECIFICATIONS TO ANY OF THEM FOR APPROVAL, OR TO ANY OWNER OF PROPERTY AFFECTED BY THE DECLARATION BY REASON OF MISTAKE IN JUDGEMENT, NEGLIGENCE OR NONFEASANCE ARISING OUT OF OR IN CONNECTION WITH THE APPROVAL OR DISAPPROVAL OR FAILURE TO APPROVE OR DISAPPROVE ANY SUCH PLANS OR SPECIFICATIONS; NOR SHALL ANY OF THEM ASSUME LIABILITY OR RESPONSIBILITY FOR ANY DEFECT IN ANY STRUCTURE CONSTRUCTED FROM ANY SUCH PLANS AND SPECIFICATIONS.

With your signature below, the lot owner agrees to the following:

1. To have read, understand, and will abide by all provisions of the Avalon Tors Vale HOA Restrictions, Reservations and Conditions.
2. To have read, understand, and will abide by all provisions of the Avalon Tors Vale HOA Architectural Guidelines.
3. To have read, understand, and will abide by all provisions of the Avalon Tors Vale HOA Construction Regulations.
4. I acknowledge that any violation of the above requirements may result in the loss of my Compliance Deposit, I may be fined as defined in the ARC Guidelines, and have possible legal proceedings filed against me.
5. Depending on the modification to existing residence, I understand that I must notify the ARC Board Representative to request any of the four (4) preliminary inspections.
6. Depending on the modification to existing residence, I understand that I must notify the ARC Board Representative upon completion of construction to request a Final Inspection. This action will initiate HOA procedure for return of the Compliance Deposit as approved by the HOA.

Return this document and deposit to:

Tors of Avalon HOA
C/o Sunrise Management
PO Box 1303
Spring Hill, TN 37174
management@c2msunrise.com

Homeowner acknowledges that he/she has read all pages of this form (all lot owners must sign):

Signature _____ Date _____

Signature _____ Date _____

Internal Use

Date Received _____ Received by _____

Approved or Denied (circle one) Date Approved or Denied _____

Comments from ARC _____
