

Application Form

Request for Architectural Approval

Please remember to:

1. Familiarize yourself with these Guidelines to help streamline the process and prevent confusion.
2. Fill in **all items** and supply **all supporting data** as requested.
- a. Supply as much additional information as you can with your request to help the ARC better understand what you are trying to accomplish
 - i. Renderings showing Measurements
 - ii. color samples
 - iii. photos, etc.

Incomplete forms may cause delays in the review of your application (e.g. missing dimensions, material details, colors, plot plans, supporting documents, etc.).

NOTE: Failure to submit an "Application" and receive written approval from the ARC prior to the commencement of any alteration, modification, or improvement will be subject to a violation notice issuance and could ultimately result in fines imposed upon the homeowner.

BLALOCK FOREST HOMEOWNER'S ASSOCIATION, INC.
ARCHITECTURAL REVIEW FORM

Name: _____ Date: _____

Address: _____ Lot #: _____

Phone: _____ Email: _____

Mailing Address (if different) _____

The following information, including drawings and samples, must be submitted before application is considered complete and ready for review by the Architectural Control Committee. Please use additional sheets if needed.

Description of the improvement (include dimensions):

Construction Materials to be used:

Colors (please attach samples and specify where they are to be applied):

Estimated start date: _____ Estimated completion date: _____

This architectural request form must be accompanied by at least (2) different drawings:

- 1) **Plot Plan-** (You should use a copy of the surveyor's plot plan of your home that you received at the time of closing). On the plot plan, show to scale the improvement (i.e. deck, fence, landscaping, etc.) and its relationship/distances to property lines, easements, open space, drainage ditches, neighboring homes, etc.
- 2) **Elevation-** A "head on" view of the requested change, as would be seen in a photograph. This elevation drawing should show height, width, distance above finished grade, and details of the exterior finishes and colors. Be specific in order to expedite the architectural review process. Photographs or brochure pictures should be submitted along with this request when available/possible.

In applying for the above architectural change, I/we agree to follow to the best of my/our ability/(ies) the changes as described and to meet any and all codes, permits or other requirements deemed necessary by local, county, state or applicable authorities having jurisdiction. I/WE UNDERSTAND THAT CONSTRUCTION SHOULD NOT BEGIN UNTIL APPROVAL IS RECEIVED FROM THE ARCHITECTURAL REVIEW COMMITTEE. I/we also have notified our immediate neighbor/(s) as to this ARC request and their signature/(s) below attest to their being informed of same.

Owner's Signature; _____ Date: _____

Mail to: CAS, Inc., c/o Scott Cooley, 1930 N Salem St. #101, Apex, NC 27523

Email to: Scott Cooley - scott@casnc.com