

605 West Main Condominium Owners Association Inc

## APPLICATION for ARCHITECTURAL REVIEW

Owner Name: \_\_\_\_\_

Date Submitted \_\_\_\_\_

Property Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_ EMAIL \_\_\_\_\_

In accordance with the Declaration of Protective Covenants for 605 West Main Condominium Owners Association Inc, and per the binding guidelines described in the architectural control standards for the community, application is hereby made for review and approval of the following described addition(s), modification(s) or other variances to the property listed above: *(provide a detailed description of requested changes and add SUPPORTING DOCUMENTATION to this application – See pg. 2 of application for specifics)*

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### \*CONSTRUCTION POLICY\*

- Contractors must provide full Liability + Workers Comp Insurance
- HOA must be notified of Contractor Work Dates
- HOA must be notified of estimated start and end dates and work times (8am-5pm)
- HOA Must be notified in 72 hours in advance of any construction that will cause disturbances (noise, smell, traffic, etc.) that may affect the workspace of others
- Owner is responsible for any damages to common areas, building, landscaping etc.
- Contractors must remove any construction debris (may not use dumpster)
- Notification of work must be posted in lobby of building

### THE ESTIMATED TIMELINE FOR COMPLETION

OF THIS PROJECT IS \_\_\_\_\_ DAYS

Submit Application to:



P.O. Box 52395 Durham, NC 27717

APPLICANT INITIALS \_\_\_\_\_

### FOR OFFICE USE ONLY

Date Received: \_\_\_\_\_

Date Reviewed: \_\_\_\_\_

- APPROVED  
 NOT APPROVED

NOTES:

605 West Main Condominium Owners Association Inc

## APPLICATION for ARCHITECTURAL REVIEW – SUPPORTING DOCUMENTATION

The more detailed the “Supporting Documentation” a homeowner submits, the more likely that the ARC Committee/HOA Board will have the information available to make a determination about your request. If there is insufficient information regarding your request, the application may be denied pending the receipt of additional information.

To ensure that your application is reviewed and a timely decision may be reached, please submit the following supporting documentation with your application:

**BUILDING/STRUCTURE PLANS** – Including: Detailed Layout, Plat Plan, Floor Plan, Exterior Elevations, Materials List, Roof Design, and Dimensions for any of the changes being made.

**LANDSCAPING PLANS** – Including: Detailed Layout, Plat Plan, Exterior Elevations, and Plant Selections.

**MATERIALS LIST** – Including: All types and brands of materials to be used for the entire project.

**OTHER:** PHOTOS, PRINTOUTS, and SAMPLES are very helpful additions to this application.

Your Neighbors have the right to be made aware of planned changes that are being proposed. Please notify your immediate neighbors of your proposed plans and obtain the signatures of those neighbors with whom you share a property line and others who can reasonably view the proposed improvement(s) from their property:

NEIGHBORS SIGNATURES:	ADDRESS	DATE
1. _____	_____	Date: _____
2. _____	_____	Date: _____
3. _____	_____	Date: _____
4. _____	_____	Date: _____
5. _____	_____	Date: _____

IS THE FOLLOWING INCLUDED AS SUPPORTING DOCUMENTATION?:

- |  |          |
|--|----------|
| <input type="radio"/> PLAT PLAN          | YES / NO |
| <input type="radio"/> ELEVATION MAP/PLAN | YES / NO |
| <input type="radio"/> FLOOR PLAN         | YES / NO |
| <input type="radio"/>                    |          |

\*Submission of this form denotes all policies listed have been read and agreed to by submitter.