



## **Ballard Woods HOA Architectural Change Request Form**

[www.ballardwoods.org](http://www.ballardwoods.org)

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All property owners in Ballard Woods Subdivision are required to submit this application and any supporting documents prior to beginning any modifications as identified by the Ballard Woods HOA Covenants or as outlined in the Architectural Guidelines. Complete and mail to Ballard Woods HOA, c/o HRW, Inc. 4700 Homewood Court, Suite 380, Raleigh, NC 27609.  
or email to : [customercare@hrw.net](mailto:customercare@hrw.net).

**Date:** \_\_\_\_\_

**Property Owner's Name:** \_\_\_\_\_

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

**Phone (day/evening):** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Previously Submitted:** (If yes indicate date and changes from previous submission.)  
\_\_\_\_\_

**Type of Request:**  
\_\_\_\_\_  
\_\_\_\_\_

**Specifications:** (Showing the nature, kind, space, height, materials and location of any improvements.)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Attachments:** (Pictures, sketches, paint chips, and/or a plot drawing showing the proposed change in relationship to existing structures and landscaping.)

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*For committee use:*

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

Previously Denied: \_\_\_\_\_

**Action:** \_\_\_\_\_ Approved

\_\_\_\_\_ Disapproved

Comments:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_