

## Owner/Agent Application for Architectural / Landscaping Review

Community: \_\_\_\_\_ Lot # \_\_\_\_\_

Date: \_\_\_\_\_ Owner's Name \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

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

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

City, State, Zip: \_\_\_\_\_

If an agent is submitting on behalf of the owner, complete the following:

Name: \_\_\_\_\_ Company: \_\_\_\_\_

Industry: \_\_\_\_\_ Phone: \_\_\_\_\_

In accordance with the Declaration of Covenants, Conditions, and Restrictions for this Community application is hereby made for review and approval of the following described modifications: (brief description)

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**In support of this application the following items must be submitted.**

**One Set of Plans:** The plans will show the following: plot plan, floor plan, exterior elevations, roof design, exterior materials and finishes, (roof design, landscaping plan, where applicable), and such other items as may be needed to reflect the character and dimensions of the modifications. Photos and brochures are great additions.

**Summary:** Written statement summarizing nature, style, setback, height and square footage of proposed modification, if applicable, and how the dimensions and nature of the proposed modification compare with the site specifications and other requirements set forth in the documents and whether any variance requests are necessary.

If the application is incomplete, the MC will notify the applicant and the application will not be further considered until receipt of these materials. The approval process will not begin until all documents have been obtained by the MC.

Your neighbors have the right to know of your future plans. Please obtain signatures from all property owners having common lot lines with your property along with property owners who reasonably view the improvement from their property. Neighbors, your signature indicates you have seen the proposal. Your approval is not required, but your input is welcomed by the Committee. If you have any problems or oppose the proposal please promptly submit your concerns to CAS.

It is hereby understood and agreed that approval of this application by the MC does not constitute approval as to compliance with applicable North Carolina law or Durham, Orange and Wake County ordinances. It is further understood and agreed that you agree to repair or replace, at your sole expense, any damages to common areas or other lots, including grass, walks, buildings, trees, roads, etc. as a result of your making modifications.

Signature of Owner (s) \_\_\_\_\_ Date: \_\_\_\_\_

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

Signature of Agent: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Neighbors: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

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

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

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

**Note:**

Is your plat plan included:	Yes _____	No _____
Is your fence, or floor plan included:	Yes _____	No _____
Is the elevation plan included:	Yes _____	No _____
Are the exterior finish samples included:	Yes _____	No _____
Other: roof plan, landscaping plan:	Yes _____	No _____

**Submit Applications to:**

CAS, Inc.  
118 Cherry Street, Suite B  
Kernersville NC 27284

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

**Approved as Noted:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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