



## Request For Architectural Approval

Return form to Judy Thomas, Architectural Committee Chair  
10 Yancey, 1046 Fearington Post, Pittsboro NC 27312  
[jmthomas44@gmail.com](mailto:jmthomas44@gmail.com)

***Please print!***

Today's date: \_\_\_\_\_ Approximate date of proposed changes: \_\_\_\_\_

Property owner's name(s): \_\_\_\_\_

Street address: \_\_\_\_\_

Post address: \_\_\_\_\_

Home phone: (     ) \_\_\_\_\_ Cell phone: (     ) \_\_\_\_\_

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

Your signature (Submitted by): \_\_\_\_\_

**Please use additional pages, if necessary. Email photos or other supporting materials.**

**Description and reason for the proposed change or addition:**

Please cite materials and colors to be used and similarities to existing structures as appropriate. Provide photos or brochures to illustrate materials. A building permit and inspection may be necessary if changes are extensive. All projects must be completed within 12 months of approval.

**Attach drawings to this request showing all proposed improvements** including relationships to existing structures and lot lines. Two views are needed to show proposed improvements clearly.

- **Plot Plan:** (top-down view). Improvements should be drawn on a copy of your lot survey to show where the change will be placed.
- **Elevations:** (side, front, and rear views). One or more as necessary.

**Attach paint or vinyl samples, if applicable**

**Attach any additional information you wish to provide to the committee.**

When the Architectural and Covenant Concerns Committee reviews this request, your neighbors have the right to comment and present views about your requested improvements. This form is not for their approval. It is only to make them aware that there will be changes made to your property.

Please obtain signatures from all property owners having adjoining lot lines with your property and those owners who would reasonably view the improvements from their property, including from across the street or row. If the signatures are missing, the request may be denied as incomplete, and you will need to resubmit with the required information to get the request reviewed for approval.

**Printed names and addresses of homeowners. Also include signatures and dates.**

*I acknowledge that the requesting property owner has shown me/us this architectural request form for the proposed improvements described. I understand that I/we may make verbal or written comments directly to the architectural committee.*

Name \_\_\_\_\_ Address \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

.....  
**Architectural Review Committee**

Approved: \_\_\_\_\_ Conditional Approval: \_\_\_\_\_ Disapproval: \_\_\_\_\_

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

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

***For HRW Office Use Only:***

ID # \_\_\_\_\_ Date Received \_\_\_\_\_ Received By \_\_\_\_\_