

HOLLANDS CROSSING HOMEOWNERS ASSOCIATION ARCHITECTURAL AND LANDSCAPE REVIEW REQUEST

Please provide the following information

Name of Your Homeowners Association: **HOLLANDS CROSSING HOA**

Homeowner: _____ Date: _____

Street address: _____, Apex, NC 27502 Lot #: _____

Phone (day) _____ (home) _____ (email) _____

Builder/Contractor _____ (Phone) _____

(Please note if you are an agent submitting on behalf of a homeowner.)

Expected start date: _____ Expected completion date: _____

I am applying for the following improvement(s) to my/our Lot. More than one box may be checked.

- Addition (Space conditioned rooms, garage, sunroom, screen porch)
- Deck, Patio
- Fence
- Landscape (trees, bushes, flowers) Hardscape (walkways, walls)
- Exterior Paint or Stain (color chip required)
- Pool
- Shed
- Other (explain) _____

All applications must include the following information. Incomplete applications will be returned.

- Plat Plan (Shows locations of improvements on the Lot, drawn to scale.)
- Floor Plans and Roof Design, Elevations-front, side, rear (if applicable)
- Neighbor Notification (Neighbors who can reasonably view the improvements)
- Materials and Finishes, Colors (Attach samples, paint chips, etc.)
- Photos and Brochures (if available), Exterior elevations (scale drawings)
- Plant Selections (If applicable, include size, variety, etc.)

Neighbor Notification (Note does not imply approval, for notification purposes only. More than three neighbor signatures may be required)

Name _____ Signature _____ Address _____

Name _____ Signature _____ Address _____

Name _____ Signature _____ Address _____

Please provide a description of the improvements to be made. Attach paint or siding samples if applicable. (Use additional paper if necessary.)

Signature of Applicant: _____ Date: _____

ARC Use Only

___ Approved ___ Not Approved ___ Approved with Conditions (See attached.)

___ Resubmit with additional Information (See attached.)

Reviewer _____ Date _____

For the Architectural review Committee

Submit your application to:

Mail: CAS, Inc., 1930 North Salem Street, Suite 101, Apex, NC 27523

FAX: (919) 367-7715

Email: jonathan@casnc.com

Notes:

- A review of the documents does not constitute approval. However, if you would like to expedite the process please review the Covenants for your community. Also, if you have seen other examples of the work you would like to perform, please include the address in the packet.
- Any deviation from the approved plans and timeline approved by the ARC will require re-evaluation. Any work done differently from approved plans may result in re-work at the owner's expense.
- **ARC review and approval is only for compliance with the Homeowners Association's Covenants and Architectural Guidelines. The Owner/Builder is responsible for the construction/installation as approved by the ARC and for compliance with Covenants and Architectural Guidelines, local ordinances, and other applicable codes and regulations.**
- If you have any questions please contact CAS, Inc. at (919) 367-7711 Ext 1501.