

Amberfield Homeowners Association
c/o: Community Association Services, Inc. (CAS)
207 West Millbrook Road – Suite 110
Raleigh, NC 27609
Email: erica@casnc.com

ARCHITECTURAL REVIEW FORM

Owner Name:		Date Submitted:	
Project Address: City, State, Zip:			Lot Number:
Phone: Home:	Cell:	Work:	Fax:
Email:			
Projected Start Date:		Completion Date	
Signature:			
Type of Project: (Check One)			
<input type="checkbox"/> Additions or Structure Changes <input type="checkbox"/> Antennas (Radio/TV) & Satellites Dishes <input type="checkbox"/> Awnings <input type="checkbox"/> Decks, Patios, Arbors, Gazebos, and Screens <input type="checkbox"/> Detached Structures <input type="checkbox"/> Driveways and Parking Pads <input type="checkbox"/> Fences <input type="checkbox"/> Landscaping <input type="checkbox"/> Lawn Decorations, Lighting and Signs <input type="checkbox"/> Mailboxes <input type="checkbox"/> Painting <input type="checkbox"/> Pets, Pet Houses and Pens <input type="checkbox"/> Retaining Walls <input type="checkbox"/> Skylights and Attic Fans <input type="checkbox"/> Solar Collectors <input type="checkbox"/> Swimming Pools and Hot Tubs <input type="checkbox"/> Swing Sets, Play Houses and Jungle Gyms <input type="checkbox"/> Vegetable Garden Plots <input type="checkbox"/> Other			

The following items must be completed before this request is submitted to CAS Management for review by the Board of Directors.

_____ 1. Give an accurate description of the work proposed. Include materials, colors, preservation techniques, structural details, similarities to existing structures, and anything that will help describe what the final work will look like. Use additional sheets if necessary. Attach color chips or samples for paint changes.

_____ 2. Attached a "Top Down" view. This is best accomplished by making a copy of your lot survey and marking your change in colored pen or marker.

_____ 3. Attach as many elevations (side views) of the proposed work as necessary to accurately describe it to the Board of Directors.

_____ 4. Have each homeowner, whose lot is adjacent to yours or would reasonably view the improvement from their property, sign this form.

Note to homeowners: As a courtesy, we encourage owner to share their project plans with their neighbors. While your signatures are not mandatory for approval of the project, we believe that common courtesy goes a long way in building stronger communities. If you have any feedback about the project; you should submit your comments in writing to CAS Management at the address shown above.

SIGNATURE	NAME	ADDRESS	LOT#
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The Amberfield ARC has 45 days to review all applications, per the Amberfield Declaration of Covenants. Once a decision regarding your application has been issued, you will be notified accordingly.

CAS USE ONLY: DATE RECEIVED _____ RECEIVED BY _____
 ALL ITEMS CHECKED – 1 _____ 2 _____ 3 _____ 4 _____

SUBMITTAL ID# _____