

**HARBOR LANDING COMMUNITY ASSOCIATION
OWNER APPLICATION FOR ARCHITECTURAL REVIEW**

NAME _____

ADDRESS _____ LOT # _____

EMAIL ADDRESS _____ 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 of project)

In support of this application, the following items must be submitted:

1. A copy of your official lot survey received at closing. Your official lot survey should show only your lot with property lines, building envelope, and any easements or buffers. Mark your change(s) in colored pen or marker and include any side notes with measurements. Show dimensions and state the distance of how far your change(s) will be from your property line.
2. Attach as many elevations (front and side views) of the proposed work as is necessary, including measurements, to accurately describe it. This is required for outside construction, e.g., room additions, screen porches, decks, storage sheds, sunrooms, garages, etc.
3. Include pictures, materials, colors, preservation techniques, structural details, similarities to existing structures, and anything that will describe what the final work will look like. Painting, attach color chips or samples; Fences, specify materials, style, height, color, and mark location using x's on lot survey etc.; Extensive landscaping, include copy of landscape plans, specify types of trees, plants, shrubs, etc. Indicate on your lot survey the approximate location of your plantings.
4. I have notified all owners whose lots are adjacent to my home or would reasonably view the changes/ improvements from their property. I have explained that this is a courtesy to advise them of the proposed changes/improvements and that all neighbors' concerns should be sent in writing to the Harbor Landing Community Manager at robert@casnc.com.

****Your request cannot be processed until all required information has been received. All attachments must be on 8 ½ x 11 size paper; no larger.***

*****If the application is incomplete, the Arch. Committee 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 ARC Committee.***

******It is hereby understood and agreed that approval of this application by the Architectural Committee does not constitute compliance with applicable North Carolina law and/or County Ordinances. All permits must be applied for and posted as required and work should be completed by a licensed contractor.***

Homeowner Signature: _____ Date: _____

***Upload completed form with Architectural request into FrontSteps.**

