

# ALAMOSA PLACE ARCHITECTURAL REQUEST FORM

Association documents require that before making any changes to your lot, a request for architectural review must be submitted to the Board of Directors or its appointed Architectural Review Committee.

The actual homeowner must be the one to request a proposed change to his/her lot by submitting this form. He/she is responsible for providing all information necessary to render a decision on their particular request. Any and all incomplete forms and/or requests with insufficient information will be automatically denied. Any and all changes must be made in accordance with the plans and specifications submitted and approved and may not deviate from said changes without prior approval by the Board of Directors and/or the Architectural Review Committee.

The sanctioned time limit for request consideration shall not begin until all information necessary for the review of the architectural request have been submitted. This request shall be deemed active for a period of thirty (30) days when the completed form and all necessary and relevant information is received at **Alamosa Place HOA, PO Box 12605, Wilmington, NC 28405 or email - alamosaplacehoa@gmail.com.**

**IMPORTANT: PLEASE COMPLETE THE FORM BELOW. ATTACH ANY AND ALL PLANS AND SPECIFICATIONS SHOWING THE NATURE, SHAPE, KIND, HEIGHT, MATERIALS, AND LOCATION OF SAME, INCLUDING PROXIMITY TO LOT SETBACKS, EASEMENTS AND NEIGHBOR'S PROPERTY (IF BUILDING A FENCE).**

Association Name : **ALAMOSA PLACE HOA**

Owner Name : \_\_\_\_\_ Date : \_\_\_\_\_

Address : \_\_\_\_\_ Lot No. \_\_\_\_\_

Telephone: Home : \_\_\_\_\_ Work : \_\_\_\_\_ Other : \_\_\_\_\_

Contractor Name : \_\_\_\_\_

Desired Start Date : \_\_\_\_\_ Anticipated Completion Date : \_\_\_\_\_

Description of Changes : \_\_\_\_\_

I certify that I have read the above Architectural Request Form, the Declaration of Covenants, Conditions and Restrictions for my Association, as well as, the Rules, Regulations and Restrictions pursuant to said Declaration regarding changes to my lot and hereby agree that I will abide by same, including abiding by the impervious surface restrictions for said lot.

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

## Alamosa Place ARC Committee Use Only

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Date Rec'd by ARC Committee \_\_\_\_\_ Date 30 Days Expire \_\_\_\_\_

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_

Reason \_\_\_\_\_