

## Owner/Agent Application for Architectural / Landscaping Review

Community	Brookgreen Forest HOA	Date	
Owners Name		Day Phone	
Home Phone		Email	
Address		Fax	
City, State, Zip			

If an agent is submitting on behalf of the owner, complete the following.

Name
Company
Industry
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)

Submit Applications to:

Brookgreen Forest HOA	Approved	Date
PO Box 37117	Not Approved	Date
Raleigh, NC 27627	Approved as Noted Below	Date

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

**In support of this application the following items must be submitted.**

**One Set of Plans:** The plans will show the following: plot plan, floor plan, exterior elevations, roof design, exterior materials and finishes, plant selections, (roof design, floor plan, landscaping plan, where applicable), and such other items as may be needed to reflect the character and dimensions of the modifications. Photos and brochures are great additions.

**Summary:** Written statement summarizing nature, style, setback, height and square footage of proposed modification, if applicable, and how the dimensions and nature of the proposed modification compare with the site specifications and other requirements set forth in the documents and whether any variance requests are necessary.

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 Arch Committee.

Your neighbors have the right to know of your future plans. Please obtain signatures from all property owners having common lot lines with your property along with property owners who reasonably view the improvement from their property.

Signature of Owner		Date	
Signature of Agent		Date	
Signature Immediate of Neighbors		Date	

**Note:**

Is your plot plan included?	Yes		<b>Must include!</b>	
Is your fence or floor plan included?	Yes		No	
Is the elevation plan included?	Yes		No	
Are the exterior finish samples included?	Yes		No	
Other: Roofing Plan, Landscaping Plans, etc.	Yes		No	

Refer to the Declarations for specific information regarding this request.