

Falls Creek Community HOA

Youngsville, North Carolina 27596

ARCHITECTURAL CHANGE REQUEST FORM

Section A – Request Submitter Information

Submission Date		
Full Name		
Address		
Phone		
Email		

Section B – Architectural Request Details

Instructions: below you will advise of the architectural change request you wish to perform. Please check off the appropriate box, and fill out all details that are applicable to your architectural change.

Please check one of the following below:

Addition		Gazebo/Playhouse	
Porch		Exterior Paint	
Shed		Fence	
Deck/Patio		Landscaping	
Satellite Dish		Hot Tube	

Other (please specify): _____

Location	
Size/dimension of modification	
Color	
Material	
Estimate Start	
Estimate Finish	

Detailed Description:

Falls Creek Community HOA
Youngsville, North Carolina 27596

Section C – Required Attachments

Instructions: the following documents as shown below for the application to be considered complete. Failure to not provide the required attachments may result in a rejection notice.

Below are the **required** documents for all architectural change requests, unless otherwise specific:

- Copy of recorded property survey with detailed measurements of location of proposed changes or additions clearly shown
- Photo of samples of structure or item
- Detailed plans or drawings which must show the architectural details

Section D – Terms & Conditions

- Architectural Review Committee reserves the right to request more information to clarify this application
- If the application is not fully complete, illegible or does not make sense, the architectural committee may reject the request and request for resubmission with the proper detail provided
- Installation prior to proper approval is not in accordance with the Associations Covenants, Conditions and Restrictions, which may result in a violation
- Although the architectural committee may approve of your change request, it is the homeowner's legal responsibility to ensure the City, County and any other affiliated organizations approvals/permits are obtained prior to, and during your change.

Please allow 5 business days from this document's submission for a final decision on approval/rejection.