

# KENDAL FOREST HOMEOWNERS ASSOCIATION

## ARCHITECTURAL REQUEST FORM

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

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Request: \_\_\_\_\_

### Description of Materials:

Planned Start Date: \_\_\_\_\_ Planned Completion Date: \_\_\_\_\_

When requesting a fence, a drawing with fence and gate(s) locations must be submitted.

Attach drawings, maps, pictures, specifications and any other additional pertinent information. A plot plan and rendering are REQUIRED with all applications.

I understand that this application will be reviewed by the Board of Directors (or its Architectural Committee) at the next scheduled meeting, which I may attend. I further understand that the Board of Directors (or its Architectural Committee) has the authority to approve, approve with conditions, or deny this request and that there is no appeal other than resubmission of a modified request. The HOA Management firm will follow the instructions of the Architectural Committee to sign and respond to this request on their behalf. Please note it can take up to 30 days to render a decision on a request. Any approval is good for 120 days. If your project does not begin within that timeframe, a new request must be made.

I also understand that it is the homeowner's responsibility to validate and adhere to all guidelines and codes established by Kendal Forest and to obtain the appropriate permit(s) if needed.

Homeowner signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Approved with conditions: \_\_\_\_\_ Denied: \_\_\_\_\_

### HOA Comments/conditions:

---

---

---

---

---

HOA Management Signature Date:

If adding a shed, you must get the signatures of adjacent neighbors indicating that they are okay with where you are placing the shed.

Submit to: Kendal Forest HOA Architectural Committee  
c/o, Boom Management  
PO Box 99217, Raleigh NC 27624

Email address: [BoomManagementNC@gmail.com](mailto:BoomManagementNC@gmail.com)

Phone: (252)915-2311

EMAIL IS THE BEST WAY TO SUBMIT FORM. BE SURE TO INCLUDE AS MANY DETAILS AS POSSIBLE FOR THE QUICKEST RESPONSE.