

## Application for Architectural / Landscaping Changes

Community	DUNCAN'S RIDGE	Date	
Owners Name		Day Phone	
Home Phone		Cell Phone	
Address		Email <b>Required</b>	
City, State, Zip			

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

Name		Company	
Address		Phone	

In accordance with the Declaration of Covenants, Conditions, and Rules/Restrictions for this community application is hereby made for review and approval of the following described modifications. Note: Architectural information for your community can be found on the CAS website at [www.casnc.com](http://www.casnc.com), your community name, documents.

Summary description only, details to be provided on separate sheet or on the survey.

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Submit Applications to:

CAS Inc.	Approved	Date
207 West Millbrook Rd., Suite 110	<b>NOT</b> Approved	Date
Raleigh, NC 27609 Fax: 919-788-9735 Phone: 919-788-9911	<b>Approved As Noted</b> , see box below or attached letter.	Date

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**It is hereby understood and agreed that approval of this application by the Architectural Committee (ARC)/Board does not constitute compliance with applicable North Carolina law or any County Ordinances. Note: The flow of water from your lot must not change or in any way cause problems for any lot or common area that could be affected by the work done on your property.**

**All permits must be applied for, posted as required, and work should be completed by a licensed contractor under the direction of a licensed engineer as necessary.**

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

**Plat/Survey:** The plot/survey will indicate the following: location of requested changes in relation to your lot lines, exterior elevations, and roof design. If you do not have a plat/survey, in your search engine type in your county's name and Imaps, this will take you to the Imaps website where you type in your address, press return, and a map of your property should appear. Print, indicate the location of your changes, and return with this form to your manager. Hand drawings will not be allowed for most requests and in some cases actual 8 1/2 x 11 plans may be necessary.

**Summary:** Written statement summarizing the nature, style, setback, height, square footage, exterior materials and finishes (must match current home's exterior unless you are repainting the entire home), fence design, material, and color, paver/cement details, plant selections, and other items required to reflect the character of the modifications. Photos and brochures are great additions, samples are not required unless requested.

If the application is incomplete, the ARC will notify the applicant and the application will not be further considered until receipt of the additional information. The approval process will not begin until all documents have been obtained by the ARC.

Your neighbors have the right to know of your plans. You must 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. If signatures are not available please explain why and include their address. Signatures do not mean approval of your plans, it simply lets us know your neighbors are aware of your plans.

Signature of Owner		Date	
Signature of Agent (Contractor completing the form for owner.)		Date	
Signature, Printed Name, and Address of Immediate Neighbors		Date	
1)		Date	
2)		Date	
3)		Date	