

Holly Hill Farms Homeowners Assoc. – Property Improvement Request Form

Please be advised that Homeowners are not permitted to begin any work until approval is received from the Architectural Control Committee (ACC). Installation or changes made prior to written approval is a violation of the Declarations of Covenants, Conditions and Restrictions and could result in penalties, fines, and/or required removal of the modifications. Submit form to:

To: Holly Hill Farms Homeowners Association
c/o Rob Dayton, ACC Chairperson
9012 Arrington Manor Pl., Charlotte, NC 28277

Ph – 704-340-8774
Email - rgdayton@travelers.com

Name of Applicant: _____

Address: _____

Telephone _____ **Email** _____

Describe Proposed Improvement:

Applicant must submit the following with the application:

1. Site plan showing size, shape, and location of improvement to residence and or property, including specific dimensions of improvement and distances to adjoining properties.
2. Manufacturer's brochure, if applicable.
3. Color samples, if applicable.
4. Architectural plans/drawings prepared by a professional and/or licensed entity (for major additions/improvements).
5. Grading plan, if applicable, indicating no disturbance or additional drainage to neighboring properties including common open space.

Applicant hereby warrants that Applicant shall assume full responsibility for:

1. All landscaping, grading, and/or drainage relating to the improvements.
2. Obtaining all required State, County, or City permits and approvals relating to said improvements, if required. The applicant shall submit proof of said permits to the Architectural Control Committee (ACC) upon issuance of permit(s).
3. Failure to complete the approved improvements within sixty (60) days from the date of permit issuance may result in the rescission of ACC approval unless an extension is expressly granted or otherwise coordinated with and approved by the ACC.
4. Complying with all applicable State, County, and City ordinances.
5. Any damage to adjoining property (including common areas) or injury to third persons associated with the improvement.

Signature of Applicant

Date

Architectural Control Committee Response

Date Application Received: _____

Request approved as submitted

Request approved subject to: _____

Request suspended pending: _____

Request disapproved due to: _____

Signature of Architectural Control Committee Chair

Date