

APPENDIX C-APPLICATION FORM

Walnut Ridge Architectural & Environmental Review Committee

Application for Exterior Alteration, Addition or New Construction

Name: _____

Own

Rent⁵

Address: _____

Home Phone: _____

Day Time Phone (optional): _____

Nature of work to be performed:

Alteration of existing structure

Addition to existing structure

New Construction

Purpose of Project:

Lighting

Screen

Ground Cover/Awning

Fence

Patio

Balcony

Porch

Additional

Roof-top device

Siding

Storm Windows

Storm Door

Staining/Painting

Ground-Level Deck

Second-Story Deck

Permanent B-B-Q

Retaining Wall

Wall

Shrubbery/Trees on Common Area

New Roofing

Other (please specify) _____

Specify, in detail, the nature of work to be performed: _____

Please specify type of material to be used (also please specify size, dimension, thickness, design and grade, and grade of all materials (if applicable) : _____

Are any special treatments to be added upon completion?

No

Yes (please specify)

Have similar projects been performed within Walnut Ridge?

No

Yes (please specify)

Location of proposed work (include plat with dimensions): _____

⁵ Include written approval from landlord.

Who will perform work (if approved)? Self
 Contractor (please specify) _____
 Other (please specify) _____

Estimated Date to commence work: _____

Estimated Completion Date: _____

How, if at all, could construction affect adjoining neighbors? _____

Please remember to enclose the following:

- Two (2) completed copies of this application
- Self-addressed, stamped envelope (please ensure adequate postage)
- Site plans, elevations and sketches and plat with dimension
- Completed (unapproved Building Permit (if required)
- Manufacturer's literature of photographs of similar projects (if applicable)
- Landlord's written consent (if applicable)
- Any other pertinent, supporting information

DISCLAIMER:

The Architectural & Environmental Review Committee of the Walnut Ridge Community Association will not knowingly approve a project which is in violation of county building or zoning codes.

Applicant must submit a copy of the approved Building Permit (if required) to the Committee prior to commencement of project. Further, the Committee must be notified immediately of any alteration/modification made to the previously submitted permit prior to project commencement. Obtaining a county permit does not waive the need for Committee approval.

STATEMENT: (THIS MUST BE SIGNED PRIOR TO CONSIDERATION OF THIS APPLICATION!)

This application has been prepared as completely and truthfully as possible. I understand that I must seek approval from the Architectural & Environmental Review Committee for any and all deviations from the approved application and agree not to commence work until building permit has been returned to the Committee and final approval has been given. I understand that if I proceed without full approval of without permit (if applicable); or have deviated from approved plan, that all non-compliant construction must be abated at my expense.

(Signature of Applicant)

(Date of Request)