

APPENDIX C-APPLICATION FORM

Walnut Ridge Architectural & Environmental Review Committee

Application for Exterior Alteration, Addition or New Construction

Name: _____ Own Rent

Address: _____

Home Phone: _____ Day Time Phone (optional): _____

Nature of work to be performed: Alteration of existing structure
 Addition to existing structure
 New Construction

Proposed Project:

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Lighting | <input type="checkbox"/> Screen | <input type="checkbox"/> Patio Cover/Awning | <input type="checkbox"/> Fence |
| <input type="checkbox"/> Patio | <input type="checkbox"/> Balcony | <input type="checkbox"/> Porch | <input type="checkbox"/> Additional |
| <input type="checkbox"/> Roof-top device | <input type="checkbox"/> Siding | <input type="checkbox"/> Storm Windows | <input type="checkbox"/> Storm Door |
| <input type="checkbox"/> Staining/Painting | <input type="checkbox"/> Ground-Level Deck | <input type="checkbox"/> Second-Story Deck | <input type="checkbox"/> Permanent B-B-Q |
| <input type="checkbox"/> Retaining Wall | <input type="checkbox"/> Wall | <input type="checkbox"/> Shrubbery/Trees on Common Area | |
| <input type="checkbox"/> New Roofing | <input type="checkbox"/> 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): _____

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) fully-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 (A&ERC) 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 A&ERC prior to commencement of project. Further, the A&ERC 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 A&ERC approval.

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

This application has been prepared as completely and truthfully as possible. **The location of the proposed work MUST be marked on the plat map.** I understand that I must seek approval from the A&ERC for any and all deviations from the approved application and agree not to commence work until building permit has been returned to the A&ERC and final approval has been given. I understand that if I proceed without full approval of the proposed project 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)

WALNUT RIDGE BOARD OF DIRECTORS' ACTION:

- () Application Approved as Submitted.
- () Application Approved with the following provision(s):
- () Application **DENIED** for the following reason(s):

Signed: _____ Date: _____

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