

Raintree Greens

Architectural Committee (AC) Project /Change Request Form

Date Received

Homeowner Name(s) _____

Address of Project _____

Contact Information: Phone _____ Email _____

Plans, Drawings, Photos, Samples Submitted? YES NO

Mecklenburg County Building Permit(s) Required? YES NO (See www.charmeck.org)

The Raintree Greens AC usually meets monthly, so be aware of meeting dates and allow sufficient time for adequate review. DO NOT START ANY WORK UNTIL APPROVED. Unapproved work may be subject to HOA board actions including liens and or removal. The AC reserves the right to request more information to clarify this request. Requests for multiple changes should be submitted separately.

Important: Please attach a detailed description of improvements/modifications including the following information, if applicable:

1. Location
2. Plans/Drawings
3. Size.
4. Roof Design
5. Color (include paint samples)
6. Exterior Finish
7. Dimensions
8. Material
9. Utilities
10. Types of plants, quantities, addition or with proposed changes/additions shown removal of existing or new planting bed, edge treatment..

Estimated start date: _____ Estimated completion date: _____

I acknowledge the content of this document accurately describes the scope of work to be done and any deviation from original plans that have been approved must be re-submitted for approval. All construction shall be completed within 12 months and debris shall be promptly removed. Approvals are valid for 24 months.

(Signature Applicant)

(Date)

Design Approval Yes Conditional Approval No

Approved by: _____ Date: _____

Remarks / Special Comments: _____