

Oak Park HOA

Architectural Review Request

Return to: Oak Park Homeowners Association
c/o Pinnacle Management Group Inc.
PO_Box_77072
Charlotte, NC 28271-7000

Date Submitted: _____

Date Received: _____

The ARC has up to 30 days to review your request and inform you of their decision. Please plan accordingly. If you should start without approval, legal action may be taken by the HOA without notice.

To insure a quick and complete response to your request:

Fully complete all requested information

Attach additional information as requested, such as lot survey, plan view or elevation drawings, or information illustrating your requested modification.

Note that the homeowner is responsible for securing any necessary building permits or approvals from Cabarrus County and/or the City of Concord. Any improvements made within a utility easement on your property are subject to relocation or removal, should any future utility maintenance work be required by the County, the City or any utility company. The cost of restoration, should this relocation or removal be necessary, is at the homeowner's expense. Restorations must be submitted to the ARC for approval.

Request submitted by: _____

Street Address: _____

Home Phone: _____ Fax: _____ e-mail: _____

Please check the following applicable to your project:

<u>Modifications</u> to:	Home (<input type="checkbox"/>)	Fence (<input type="checkbox"/>)	Patio (<input type="checkbox"/>)	Landscaping (<input type="checkbox"/>)	Outbuilding (<input type="checkbox"/>)
	Other (<input type="checkbox"/>)				
Property <u>Additions</u> :	Fence (<input type="checkbox"/>)	Patio (<input type="checkbox"/>)	Deck (<input type="checkbox"/>)	Swings/Playsets (<input type="checkbox"/>)	Landscaping (<input type="checkbox"/>)
	Outbuilding (<input type="checkbox"/>)	Other (<input type="checkbox"/>)			

Project Description: _____

(Please note size, materials _____

being used, colors, etc. _____

Survey Required:	Any illustrations must include dimensions of modification/ addition, including heights, where applicable. Survey should also note distance from modification/addition to house and side and rear lot set back lines.
Elevation Dwgs Req'd:	
Illustrations Required:	
Color Samples Required:	

Estimated start date: _____ Estimated completion date: _____

Homeowner Signature: _____ Date signed: _____

By submitting this request, I agree to perform the work described strictly in accordance with the approved plans and specifications.

FOR ARC USE

Date Received: _____ Complete information received: Yes () No ()
If no, additional information required: _____

Approved as submitted: () **Approved with revisions**: () **Not approved**: ()

Date: _____ Revisions required: _____ Reason for denial: _____

ARC Committee Representative: _____

Notification to homeowner forwarded on: _____ by: _____