

Architectural Committee Improvement Request Form

BRIDGEPORT HOMEOWNERS' ASSOCIATION

7474 - 181 Creedmoor Road

Raleigh, NC 27613

Email Address: arc@bridgeportraleighhoa.com

The Declaration of Covenants, Conditions and Restrictions for the Stonehenge XI HOA specify that all improvements, as defined in the Deed Restrictions, must be approved in writing by the Architectural Control Committee before their improvement begins (**Article VIII - attached**). To assist in your compliance with this restriction, please complete the following form and submit it with your plans and specifications for the proposed improvement.

Owner Name: _____ Date: _____

Property Address: _____

Mailing Address: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email Address: _____

Describe the changes or modifications for which you are requesting approval:

Estimated start date: _____ Estimated complete date: _____

In order to be considered by the Architectural Review Committee, your application must include detailed information describing the proposed change (typically, plans and specifications including sketches, photos, catalog illustrations, etc. showing the nature, kind, shape, color, dimensions, and materials; and a copy of the survey with the location marked).

Location of improvement (check actual areas that apply):

- | | |
|---|---|
| ☐ Front of dwelling | ☐ Roof of dwelling |
| ☐ Back of dwelling | ☐ Garage |
| ☐ Side of dwelling | ☐ Front/Back Patio |
| ☐ Other (describe) _____ | |

Type of Improvement:

- | | |
|--|--|
| ☐ Permanent/Temporary Basketball goal | ☐ Permanent/Temporary Gazebo |
| ☐ Stain/Paint Fence | ☐ Front/Back Screen/Storm Door |
| ☐ Fencing/ Extend Fence | ☐ Front/Back Door |
| ☐ Spa/Hot tub | ☐ Sprinkler System |
| ☐ Paint Exterior | ☐ Gutters |
| ☐ Room addition | ☐ Exterior Lights |
| ☐ Porch Railing | ☐ Extend Driveway |
| ☐ Storage Building | ☐ Walkway/Pavers |
| ☐ Play Structure/Front Yard | ☐ Solar Screens/Window Treatments |
| ☐ Glider | ☐ Deck |
| ☐ Swing | ☐ Arbor/Trellis |
| ☐ Landscaping/Landscape | ☐ Replace Roof |
| ☐ Lighting | ☐ Patio/Enlarge Patio/Patio Cover |
| ☐ Wall Art/Outside Décor | ☐ Windows |
| ☐ Other _____ | |

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Material to be used for the improvement (check applicable items):

- | | |
|---|---|
| ☐ Brick – Color _____ | ☐ Stain – Color (sample) _____ |
| ☐ Cement – Top Finish _____ | ☐ Hardi-Plank _____ |
| ☐ Wood – Type _____ | ☐ Siding – Wood _____ |
| ☐ Roofing Material _____ | ☐ Rock/Stone – Color _____ |
| ☐ Paint – Color (sample) _____ | ☐ Masonry _____ |
| ☐ Other (explain) _____ | |

Owners' Acknowledgments:

I/we understand and agree:

1. ... that approval by the Committee shall in no way be construed as to pass judgment on the correctness of the location, structural design, suitability of water flow or drainage, location of utilities, or other qualities of the proposed change being reviewed.
2. ... that no work on the proposed change shall begin until written approval of the Committee has been received by me; that, if work is begun prior to approval, I may be required to return the property to its former condition at my own expense if this application is disapproved wholly or in part; and I may be required to pay all legal expenses incurred.
3. ... that there shall be no deviations from the plans, specifications, and location approved by the Committee without prior written consent of the Committee; any variation from the original application must be resubmitted for approval.
4. ... that construction or alterations in accordance with the approved plans and specifications must commence within 6 months of the approved date of this application and be completed within 12 months of the approved date; otherwise the approval by the Committee shall be deemed conclusively to have lapsed and to have been withdrawn.
5. ... that I understand that the Committee will act on this request within (30) thirty days of receipt and contact me in writing regarding their decision. I agree not to begin construction/installation without written approval from the Committee. I understand that all construction shall meet City/County code, and that Committee approval does not override City/County codes, but rather, is intended to work in conjunction with them.
6. ... that I have read, understand, and agree to comply with these requirements.

Homeowner/Applicant Signature _____ Date: _____

Co-Owner/Applicant Signature _____ Date: _____

Article VIII – Architectural Control & Inspection

Reprinted from: Declaration of Covenants, Conditions and Restrictions for Stonehenge XI Phase One,
Recorded in Book of maps 1985, Page 1305, Wake County Registry

It is the intention of the Declarant that there be achieved, as nearly as possible, congruity and/or harmony with existing structures in terms of scale, material, color, fenestration and texture. Therefore, no site preparation or initial construction, erection or installation of any improvements, including, but not limited to, residences, outbuildings, fences, walls, screens (whether by plants or structures) temporary structures, and other structures or additions of any nature, shall be undertaken upon the Properties unless the plans and specifications therefore, showing the nature, kind, shape, height, materials, and location of the proposed improvements shall have been submitted to the Declarant or its agent and expressly approved in writing. No subsequent addition, alteration or modification of improvements may be undertaken on any of the Properties without prior review and express written approval of the Architectural Committee composed of three (3) or more representatives appointed by the Board (or the Declarant if the Board has not established said Architectural Committee).

In general, the construction or planting of fences, walls, screens, and other structures will not be permitted if in the opinion of the Declarant or Architectural Committee, as applicable, such construction or planting constitutes an unreasonable obstruction of the view of another owner.

In the event that the Declarant or the Architectural Committee, as the case may be, fails to approve or disapprove the site or design of any proposed improvements within thirty (30) days after plans and specifications therefore have been submitted and received, approval will not be required, and the requirements of this Article will be deemed to have been fully met; provided however, that the plans and specifications required to be submitted shall not be deemed to have been received by the Declarant or the Committee if they contain erroneous data or fail to present adequate information upon which the Declarant or the Committee can arrive at a decision.

The Declarant or the Committee shall have the right, at its election, to enter upon any of the Properties during site preparation or construction, erection or installation of improvement to inspect the work being undertaken and to determine that such work is being performed in conformity with the approved plans and specifications and in a good and workmanlike manner, utilizing approved methods and good quality materials.

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FOR COMMITTEE USE ONLY:

Date Received: _____

Recommendation:

- ☐ Approved
☐ Disapproved

- ☐ Approved w/ conditions
☐ Not considered (application incomplete)

Comments/Conditions: _____

Chair Signature_____

Date: _____

Member Signature_____

Date: _____

Member Signature_____

Date: _____

FOR BOARD USE ONLY:

Date Received: _____

Recommendation:

- ☐ Approved
☐ Disapproved

- ☐ Approved w/ conditions
☐ Not considered (application incomplete)

Comments/Conditions: _____

President Signature_____

Date: _____

Member Signature_____

Date: _____

Member Signature_____

Date: _____