

# Holly Hill Farms Homeowners Association Architectural Improvement Request Form

To: Holly Hill Farms Homeowners Association  
c/o Rob Dayton, Arch. Chairperson  
9012 Arrington Manor Pl., Charlotte, NC 28277

Phone: 704-759-8464  
email: daytonrob1@gmail.com

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone No: Home \_\_\_\_\_ Work \_\_\_\_\_

Describe Proposed Improvement:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Applicant must submit in duplicate with the application, the following:**

1. Site plan showing size, shape, and location of improvement to residence and or property including (specific dimension of improvement and distances to adjoining properties).
2. Manufacturer's brochure, if applicable.
3. Color samples, if applicable.
4. Architectural plans/drawings (for major additions/improvements).
5. Grading plan, if applicable.
6. Detailed written description of improvement.

**Applicant hereby warrants that Applicant shall assume full responsibility for:**

1. All landscaping, grading, and/or drainage issues relating to the improvements.
2. Obtaining all required State or County permits and approvals relating to said improvements.
3. Complying with all applicable State or County ordinances.
4. Any damage to adjoining property (including common areas) or injury to third persons associated with the improvement.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

.....  
Architectural Committee's Response

Date Application Received: \_\_\_\_\_

\_\_\_\_\_ Request approved as submitted

\_\_\_\_\_ Request approved subject to: \_\_\_\_\_

\_\_\_\_\_ Request suspended pending submission of: \_\_\_\_\_

\_\_\_\_\_ Request disapproved due to: \_\_\_\_\_

\_\_\_\_\_  
Signature of Architectural Committee

\_\_\_\_\_  
Date