

**EASTFIELD MEADOWS HOMEOWNERS ASSOCIATION  
REQUEST FOR ARCHITECTURAL APPROVAL**

**I. REQUEST SUBMITTER INFORMATION**

Name	
Address	
Phone	(H) _____ (W) _____
Email	
DATE Submitted:	

**II. REQUESTED CHANGE (PLEASE CHECK)**

***NOTE: EACH REQUESTED CHANGE REQUIRES A SPERATE APPLICATION***

Addition	<input type="checkbox"/>	Gazebo/Playhouse	<input type="checkbox"/>
Porch	<input type="checkbox"/>	Exterior Paint	<input type="checkbox"/>
Shed	<input type="checkbox"/>	Fence	<input type="checkbox"/>
Deck/Patio	<input type="checkbox"/>	Landscaping	<input type="checkbox"/>
Satellite Dish	<input type="checkbox"/>	Hot Tub	<input type="checkbox"/>

Other change (please specify): \_\_\_\_\_

**III. SPECIFIC DESCRIPTION OF IMPROVEMENT, MODIFICATION OR CHANGE**

***NOTE: ALL INFORMATION REQUESTED IS REQUIRED FOR APPLICATION TO BE CONSIDERED COMPLETE.***

Location on property-specify	
Size/dimensions of modification	
Color	
Materials	<i>Note: ALL wood used MUST be pressure treated</i>
Estimated Dates	Starting: _____ Completion: _____ <i>Starting date must be at least 30 days after submitting application</i>
Contractor Name, Address & Phone (if applicable)	

**IV. REQUIRED ATTACHMENTS**

**NOTE: DOCUMENTS BELOW MUST BE ATTACHED FOR APPLICATION TO BE CONSIDERED COMPLETE. INCOMPLETE APPLICATIONS WILL BE RETURNED AND WILL NOT BE CONSIDERED UNTIL ALL REQUIRED INFORMATION IS PROVIDED TO THE ACC**

- Actual COPY of recorded property survey with detailed measurements of location of proposed changes or additions clearly shown.
  - Photos of samples of structure requested (hand drawings NOT acceptable)
  - Detailed plans or drawings including 3 views (front, top, side); must show architectural detail
  - Landscaping details (types of plants, quantities, additions, removals)
  - **Impervious Approval\***
- **The Architectural Control Committee reserves the right to request more information to clarify this application**
  - **Installation prior to proper approval is not in accordance with the Eastfield Meadows HOA Covenants, Conditions, and Restrictions**
  - **Approval by the ARC does not in any way guarantee approvals by the City, County, or any other such agencies and all such approvals or permits are the responsibility of the applicant. \*Your community is within a watershed zone and there are additional restrictions that apply to may improvements.**
  - **The ARC has 30 days from receipt to respond to your request. The process does not begin until all required documents are received by the ARC.**

*For Architectural Control Committee Use Only:*

Date ACC recd completed app.	
Date completed app reviewed	
Date homeowner notified of decision	
ACC DECISION	Approved      Conditional Approval      Unable to Approve
REASON for application decision	

**Please send all Correspondences to:**

**Eastfield Meadows HOA  
 c/o Cedar Management Group, LLC  
 P.O. Box 26844  
 Charlotte, NC 28221  
 Phone: (704) 644-8808  
 Fax: (704) 509-2429  
 Email: [support@cedarmanagementgroup.com](mailto:support@cedarmanagementgroup.com)**