

Wood Spring Architectural Control Committee Guidelines

Wood Spring Architectural Review Application (Page 1 of 2)
(FOR HOMEOWNER USE)

Homeowner Name(s): _____

Address: _____

Telephone :(W) _____ (H) _____

(Cell), _____ E-Mail. _____

Estimated Starting Date _____ Estimated Completion Date _____

Please place a check beside your proposed project. The number in **BOLD** beside each project identifies the section you should reference in the Wood Spring ACC Guidelines for the standards related to your specific project. The numbers in parenthesis correspond with the required attachments for each project. Please be sure to include all required information or the request will be returned, causing a delay in the review process.

- | | |
|---|--|
| <input type="checkbox"/> Antenna/Satellite Dish 3.6 (1,2,3,4) | <input type="checkbox"/> Exterior Colors and Materials 3.12 (2,3) |
| <input type="checkbox"/> Deck 3.9 (1,2,3,4) | <input type="checkbox"/> Hot Tub/Pool 3.20, 3.37 (1,2,3,4,5) |
| <input type="checkbox"/> Fencing 3.13 (1,2,3,4) | <input type="checkbox"/> Landscaping 3.22 (1,2,5) |
| <input type="checkbox"/> Parking Pads 3.10 (1 ,2,3,4,5) | <input type="checkbox"/> Storage Sheds 3.34 (1,2,3,4) |
| <input type="checkbox"/> Patios 3.26 (1,2,3,4,5) | <input type="checkbox"/> Sidewalks and Pathways 3.30 (1,2,3,4,5) |
| <input type="checkbox"/> Play Equipment 3.27 (1,2,3,4) | <input type="checkbox"/> Other (1,2,3,4,5,6 as applicable) |
| <input type="checkbox"/> Enclosures and Building Additions
3.11(1,2,3,4,5,6) | |

Definition of required attachments listed above

1. Plot Plan with project shown, a top down view drawn to scale indicating all dimensions (length, width, height, sq. footage) and distance to property lines.
2. Materials List. For landscaping requests, include list of plants to be used with locations shown.
3. Indicate color(s) and include paint/stain chip(s).
4. Provide a picture (i.e. photograph, magazine cut-out), manufacturers literature or scaled drawing with a front/side view (i.e. elevation).
5. Drainage plan, soil disposal plan Or landscaping plan as applicable.
6. Building material storage location and construction debris details.

Description of Request and Detailed Specifications: (Attach additional sheet(s) if necessary)

Materials List: (Attach additional sheet(s) if necessary)

The homeowner requests design approval and grants permission to the ACC to visit the property to consider the request and to inspect during installation and upon completion.

Signature: _____ Date: _____

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NEIGHBOR'S APPROVAL ENCOURAGED, BUT NOT MANDATORY

Neighbor Approval #1: _____
Name Address Signature

Neighbor's Comment: _____

Neighbor Approval #2: _____
Name Address Signature

Neighbor's Comments: _____

Mail to: Wood Spring Homeowners Association/ Ammons Pittman Property Management
10224 Durant Road, Suite # 107
Raleigh NC 27614

Email Address: info@wakehoa.com
Phone: (919) 790-5350 Fax: (919) 277-4623

Receipt of Application: A postcard will be returned to you by the management company, Ammons Pittman. It will indicate the date the application was received by Ammons Pittman. Contact Ammons Pittman if you do not receive this postcard reply.

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Reply from ACC: You should receive a written reply from the Wood Spring Architectural Control Committee, via US mail, within 30 days from the dated receipt of your Application at Ammons Pittman . Contact Ammons Pittman if you do not receive a response within 30 days.

For Architectural Control Committee Use	
Date Received by Ammons Pittman _____	Date Received by ACC _____
Design Approval Yes _____ No _____	Conditional Approval _____
ACC Committee Chair _____	_____
Signature	Date
Remarks / Special Conditions	

