

Pine Winds Townhomes Homeowners Association
Request for Architectural Approval

Name: _____ **Date:** _____

Address: _____

Phone: _____ **Alternate Phone:** _____

EMAIL ADDRESS: _____

Request: _____

Description of Materials:

Planned Start Date: _____ **Planned Completion Date:** _____

Attach drawings with dimensions of proposed change/addition, maps, pictures or additional information. A plot plan indicating the location of proposed change on lot in relation to house and other existing building is REQUIRED on all applications.

I understand that this application will be reviewed by the Board of Directors (or its Architectural Committee). I further understand that the Board of Directors (or its Architectural Committee) has the authority to approve, approve with conditions or deny this request. In the event that the Board of Directors (or Architectural Committee) fails to approve such submission made by any lot owner within thirty (30) days after said plans and specifications have been received by the committee, the request will be approved. Any approval is good for 120 days. If you project does not begin within that time frame a new request must be made.

I also understand that it is the homeowner's responsibility to validate and adhere to all guidelines and codes established by Pine Winds Townhomes HOA. Homeowner will obtain all permits and inspections required by city/county.

Homeowner Signature: _____ **Date:** _____

Approved: _____ **Approved with Conditions:** _____ **Denied:** _____

Comments/Conditions:

Board Signature: _____ **Date:** _____

Submit via email to info@wakehoa.com (fastest turnaround)

You may send through USPS to Wake HOA Management, 10224 Durant Rd., #109,
Raleigh, NC 27614

Email: info@wakehoa.com

Phone: 919-790-5350