

LIGHTHOUSE VILLAS ASSOCIATION, INC.

REQUEST FOR ARCHITECTURAL REVIEW BOARD APPROVAL

No building, fence, wall, or other structure shall be commenced, erected, or maintained upon the Villa property, nor shall any exterior addition to, change or alteration therein be made, including the erection of antennas, aerials, awnings, the placement of reflective or other material in the windows of a Villa, or other exterior attachment, until the plans and specifications showing the nature, kind, shape, heights, materials, and location of the same shall have been submitted to and approved in writing as to harmony of external design and location in relation to surrounding structures and topography by the Board of Directors of the Lighthouse Villas Association, Inc. (the "Board"). All exterior colors of the Villas are determined by the Board and painting should not be done without Board approval.

Name of Homeowner: _____ Date of Request: _____

Villa #: _____ Home Residence Address: _____

Home Phone #: _____ Cell Phone #: _____

Email Address: _____

Description of Request: _____

Requested Start Date: _____ Approximate Completion Date: _____

Contractor's Name: _____ Phone #: _____

The following information should be attached to this application:

- Drawings, including plans, elevations, and details, as necessary to completely describe the proposed work.
- Specifications describing the specific nature and kind of materials to be used.
- Photographs of the affected area.
- Drawings and specifications are not required for use of pre-approved windows or door replacement units.

Completed form and attachments should be emailed to:	<u>corollalighthousevillas@gmail.com</u>
With a copy mailed to:	Lighthouse Villas Association Attn: Chairperson of the Architectural Review Board P.O. Box 375 Corolla, NC 27927

Owner Signature: _____ Date: _____

Co-Owner Signature: _____ Date: _____

PLEASE ALLOW 30 DAYS FOR PROCESSING OF THIS REQUEST TO BE COMPLETED BY THE ARB

FOR Lighthouse Villas Association, Inc. USE ONLY:

Date ARB Request Received: _____

Villa # _____

ARB Action:

- *Approved without conditions:* _____

- *Approved with the following conditions:* _____

Additional Info. Required: _____

Not approved for the following reason(s): _____

Date of ARB Action: _____ *Date Homeowner Notified:* _____