ARCHITECTURAL & LANDSCAPE CHANGE REQUEST

Owner's Name(s)_____

Owner's Address_____ Lot# _____

Home Phone_____ Cell Phone_____

Work Phone _____ Email Address_____

Please check each change or improvement you are requesting. Attach a separate page if more information is appropriate or you want to provide a scale drawing or picture.

( ) New Landscape Bed(s)	( ) Tree Removal	( ) Pool/Spa	( ) Pond/Fountain
( ) Deck/Patio	( ) Fence	( ) Fireplace	( ) Outdoor living area
( ) Retaining Wall	( ) Erosion Control	( ) Basketball Goal	( ) Exterior Lighting
( ) Play Set/Trampoline	( ) Pergola/Arbor	( ) Satellite Dish	( ) Outdoor Kitchen
( ) Home/Garage Addition	( ) Dock/Boatlift/Pier	( )Seawall	

( ) Exterior Change: Color, Texture, Roof, Window, Door, etc.
( ) Relocate utilities: Gas, Electric, Water, Septic
( ) Other :_____

_____

_____

Estimated start and completion dates:_____

Contractor's name and address if improvement cost exceeds $15,000: _____

_____

A member of the Architectural Change Committee will contact you to arrange a site visit. Requests conforming to all guidelines are generally voted on within two weeks. **Do not commence any work until you receive a written approval from the AChC or Premier Management.**

_____

PLEASE COMPLY WITH THESE SUBMITTAL REQUIREMENTS TO PREVENT UNWANTED DELAYS

1. Submit a plat map of your lot with the building envelope denoted as well as the outlined location of your home within the building envelope. Also include the exact location and elevation of the improvement as it relates to the location of your home. The site survey must indicate all setbacks and septic fields.
2. Submit a copy of your septic permit. If you do not have one, please contact: *Iredell County Health Dept., Mooresville: 704-664-5281.*
3. Submit a drainage plan if the project includes grading, excavating or removal of dirt.

4. Landscape drawings from outside contractors must show the location of the septic drainfields and pump tanks. Include all proposed plant locations, types and sizes.
5. Tree removal: Submit a survey plat showing location of all trees to be removed. Also, please mark each tree with landscape paint, tape or ribbon to facilitate on site identification. If a vacant lot, please direct all requests to the Declarant/ACC teriaedwards2018@gmail.com.
6. Pool and spa: The placement of the pool, spa and all related equipment and any surrounding decks, patios, walkways and hardscaping must be noted on the plan. All property setbacks and fencing must be included. *A landscape plan must accompany all pool, spa and outdoor living applications showing plant type, size and location.* Because such plans are often presented in large format, please submit a digital photo of your plan on paper not larger than 8 ½" by 11". We may review the original at your home.
7. Landscaping Plan: Any construction including pools, decks, patio's, additions, etc. require a preliminary landscape plan. This will be reviewed with the homeowner at the time of the initial site visit. The homeowner can add to the plan to fill spaces but a material change requires re-approval.
8. Please be prepared to provide samples and representations of materials and color changes related to hardscaping and home renovations.
9. Docks, piers, and shoreline improvements:
a. Submit a copy of pier permit from Duke Energy. Contact Duke Energy Lake Services at 1-800-443-5193 to inquire.
b. For shorelines: Submit a copy of your NC Department of Water Quality permit. Contact www.ncdenr.gov for information.
10. **Fees:** Home additions, solar panels, pools and spas, fireplaces and outdoor kitchens require a check payment of **$150** fee (nonrefundable) and an escrow deposit of **$1000**, prior to commencement, which will be refunded after the project is completed provided no damage occurs to community property. Please make checks payable to the POA and enclose them with your request (separate checks, one for the fee and one for the deposit). **Fee and deposit must be received prior to the committee reviewing the request.**
11. The homeowner(s) must sign and date this request form.

*Homeowner or Homeowner's contractor shall be responsible for protecting the adjacent properties, Lake Norman, storm water control measures, and storm drainage systems from all silt and sediment related to this construction or renovation project. Homeowner shall be responsible for any clean-up or remediation necessary as determined by the Architectural Standards Committee or any local governmental authority. Failure to install proper erosion control measures may result in additional expenses to the homeowner including fines, remediation costs, and project delays. Proper erosion control measures include, but are not limited to silt fence installation with fenced backing dug at least 4' into the existing grade, erosion control boggles, silt sacks for storm drains along the street adjacent to the homeowners property, diversion ditches, and rip rap. Homeowner will be solely responsible for all costs related to the installation and the removal all erosion control features.

For your protection, it is advised that you secure evidence of workers compensation, general liability and any other insurance as it pertains to your project.

_____

I do, by my signature, understand and agree to the following:

1. That I assume total responsibility for the upkeep and maintenance of all modifications made to the above address. That during construction the area will remain free of debris and will not create a hazard or unsightly condition for other residents. I also acknowledge that obtaining insurance (if applicable) for the improvement is my responsibility.
2. That I grant permission to AChC members to visit my property to review and/or inspect the modification as might be needed, including a project completion review. I understand that the AChC reserves the right to request additional information to clarify this application.
3. That I accept total responsibility for any damage to person or property that may be caused by this modification.

THE POINT

4. That there will be penalties and/or fines for the installation of any improvement or removal of any tree or object prior to written approval.
5. That the POA Board reserves the right to require removal or repair of the modification at my own expense if:
a) The modification is not constructed or installed as per the specifications submitted for approval with this form;
b) The modification is not maintained in a safe condition; or
c) The modification is not maintained in keeping with the surrounding structures and is not satisfactory to the Board of Directors.
6 The Architectural Change Committee is not responsible for determining compliance with federal, state and/or county guidelines. All of which are the responsibility of the applicant. It is also the responsibility of the applicant to check with the local building department from which, if any, permits are necessary for their improvement(s), as well as to insure that the improvement(s) do not impact existing easements or extend outside setback lines of the property.
7. If access of the common open space is required for the modification, a request must be submitted to the POA Board of Directors and approval granted prior to the work commencing.

Date:_____ _____

Homeowner's Signature(s)

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Homeowner's Name(s) (Please Print)

Scan and email this completed request form along with your plat, septic and other required documents to:

arc@premiermanagementnc.com

or Mail them to:
The Point Architectural Change Committee
C/O Premier Management
P.O. Box 1175
Cornelius, NC 28031

___ Approved by AChC Date_____
Comments_____
_____
_____
This approval does not include any requirements from any applicable governmental or regulatory agency which may have jurisdiction.

___ Disapproved by AChC Date_____
Explanation_____
_____
_____