

**Glen Ridge Owners' Association
Architectural Change Request Application**

Name:		Request Date:	
Street Address:			
Home Phone:		Work Phone:	
		Email:	
What Is the estimated Start Date?		Completion Date?	
	Type Of Modification:	<input type="checkbox"/>	Privacy Barrier
		<input type="checkbox"/>	Satellite Dish
		<input type="checkbox"/>	Landscaping
		<input type="checkbox"/>	Lighting
		<input type="checkbox"/>	Other:

Location: _____

Size: _____

Color: _____

Materials: _____

Contractor Name: _____

Please read and follow these instructions carefully:

1. Attach a detailed description of improvements including:
 - Location, Size, Color, Material, Contractor (if applicable), Plans/Drawings
2. Attach copy of Property Survey, with proposed changes/additions shown.
3. Mail Architectural Application to the address listed below.

**Glen Ridge Owners' Association
c/or Revelation Community Management
13000 S. Tryon St. Suite F211
Charlotte, NC 28278**

Please Note:

- Complete one form per change (ex. One request for a flag and one request for a fence). Multiple requests can be mailed in the same envelope..
- Board/Committee reserves the right to request more information to clarify the request.
- Please allow 30-45 days for the approval process per the governing documents.

Board/Committee Use Only

<input type="checkbox"/>	Approved	Modifications (if any):	
<input type="checkbox"/>	Denied	Reason for Denial:	
<input type="checkbox"/>	Conditional Approval	Modifications (if any):	

(Name of Board/Committee Member)

(Signature Of Board/Committee Member)

(Date)

Glen Ridge Owners' Association Correspondence:

Community Services

Tel: (704) 583-8312

Fax: (704) 665-5642

SATELLITE DISH SPECIFICATIONS

If you are interested in installing a Satellite Dish, the following guidelines have been established by the Board of Directors:

Maximum of one satellite dish (functional or not) per unit, to be located on the rear roof of the unit with satellite and wiring to be installed in an inconspicuous manner. Pole installations will not be approved. The owner is responsible for any future damage to the property occurring from the installation or removal of the satellite dish, wiring, etc.

I have read the above guidelines and understand that if the installation of my proposed architectural request is not in full compliance with the above, that I will be asked to remove or correct the errors at my expense. I also acknowledge that I and future owners of my unit assume any damage, now or in the future that will occur to my unit and/or common area. By assuming this risk, I acknowledge that I or future owners will be financially responsible for all repairs, now or in the future, that occur in relation to this requested improvement.

(Print Homeowner's Name)

(Homeowner's Signature)

(Date)

Address: _____ City: _____ State: _____ Zip: _____

NOTE: DO NOT MAKE ANY CHANGES OR ALTERATIONS UNTIL YOU HAVE THE APPROVAL IN WRITING FROM THE BOARD/COMMITTEE. IN ORDER TO RECEIVE APPROVAL YOU MUST SUBMIT THE FOLLOWING:

- > A signed copy of this Application
- > A copy of your plat or survey, with the fence lines sketched in dimensions
- > A drawing showing the planned view of the fence layout with all dimensions noted
- > Fill out an Architectural Request form and mail it to the address listed above *Please allow 30-45 days for the approval process per the governing documents.*