



River Ridge Homeowners Association Inc.

Request for Project Approval by the Architectural Review Committee



CHECK BELOW	REVIEW FEE	+	SECURITY DEPOSIT	
<input type="checkbox"/> New Structure	\$500	+	\$2500	<i>(Please provide 1 check for the review fee and 1 check for security deposit)</i>
<input type="checkbox"/> Addition	\$250	+	\$750	
<input type="checkbox"/> Screen Enclosure/Pool/Patio	\$100	+	-0-	
<input type="checkbox"/> Landscaping	-0-	+	-0-	
<input type="checkbox"/> Painting/ Refinish/ Other	-0-	+	-0-	

NOTE: No fee charged for review of fences, landscaping changes or paint color changes. Review Fees are non-refundable. Security Deposits are refundable upon final approval of project by ARC.

ALL requests must be turned in to the property manager by noon on the 2nd Monday of the month for consideration at the meeting on the 3rd Monday of the month.

INSTRUCTIONS:

Please use this form to submit plans to the Architectural Review Committee for any project that will affect the exterior appearance of your property. This includes but is not limited to:

- New construction with landscaping
- Modifications to structures, addition/removal of fences, pools, patios, enclosures (screen or other).
- Addition, removal, relocation or modification of existing landscaping, such as trees, shrubs and hedges.
- Painting, siding, re-roofing, or major exterior refinishing.

Describe details including materials, precise locations and dimensions. Include a survey, plot plans, landscape drawings, building elevations, pictures, or material samples etc.

In accordance with the River Ridge Covenants, please allow up to (45) days for processing and response.

Do not start any project before written approval is received. Removal of unauthorized projects will be at owner's expense.

Contact the Association Property Manager for River Ridge if you have any questions about guidelines or wish to track approvals or request copies. The committee meets on the third Monday of each month if there are applications pending.

Description of Project (Attach additional pages as necessary)

Attach Plans, Drawings or Paint Samples

Number of Sheets Attached []

Owner:

Name _____

Street Address _____

City, State & Zip _____ Phone _____

Lot # _____ Fee Submitted _____ Check # _____

Builder:

Name _____

Street Address _____

City, State & Zip _____ Phone _____

Architect:

Name _____

Street _____

City, State & Zip _____ Phone _____

Landscape

Designer:

This application is being submitted for (check one):

Preliminary Review

Final Architectural plan Review

General Information

Lot Dimensions: _____ Lot Square Ft. : _____

Stories: _____ Bedrooms: _____ Baths: _____

Height from Slab: _____ Height from Crown of Road: _____

Residence Square Footage

Square Ft. of air conditioned space 1st floor _____

Square Ft. of air conditioned space 2nd floor _____

Total net Sq. Ft. _____

Covered porches/entries/etc. _____

Garage _____

Total gross Sq. Ft. _____

The preceding application is submitted for review by the Architectural Review Committee.

Submitted by :

_____ (Signature) _____ (Date)

Committee Use: _____

Date Received: _____

The Architectural Review Committee has reviewed the foregoing application and rendered the following decision:

- _____ Approved
- _____ Approved with limiting conditions
- _____ Denied

Limiting Conditions:

Comments or Recommendations:

Reason for Denial:

Chairman/Architectural Review Committee Signature: _____

Date _____

Total Deposit Received \$ _____ Date _____

Total Deposit Refunded \$ _____ Date _____

PROJECT COMPLETION REQUIREMENTS: Page 5, Paragraph IV, Part 17 of the River Ridge covenants state that once plans are approved by the ARC they must commence within 180 days and that one commenced, they must be completed with 12 months.