



To: Architectural Review Committee  
Brantley Place Homeowners Association, Inc.  
c/o Little & Young  
2393 Breezewood Ave # 100  
Fayetteville, NC 28303

Association Manager: Lori Gilbert  
Email: lori@littleandyoung.net  
Phone: 910- 484-5400 Ext. 518

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Property Address: \_\_\_\_\_ Lot: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Desired Start Date: \_\_\_\_\_ Estimated time to complete: \_\_\_\_\_

**Directions:**

In order to be considered by the Architectural Review Committee your application must include **ALL** of the following for your application to be deemed complete with:

- Plot Plan with location of project shown. This **only** applies to fencing, outdoor recreational equipment, landscaping, and exterior detached structures with a bird’s eye view drawn to scale indicating all dimensions (length, width, height, square footage) and distance to property lines. Please indicate existing fences and if you will be attaching or abutting, plus setback dimensions and location and size of any gate(s).
- Materials List. For landscaping requests, include list of plants to be used with locations shown and size of plant type at maturity.
- Indicate color(s) and include paint/stain samples and note if it will match the existing home.
- Provide photos of proposed project with dimensions. For tree removal, please include photos of the tree(s) marked with an “X”.
- Drainage Plan and/or landscaping plan as applicable.

**Please note failure to provide all required documentation will result in a delay in the review process. In such cases the Architectural Review Committee’s thirty (30) day review period will not commence until all required documents have been provided. Please refer to your Community Covenants, Restrictions and Architectural Guidelines for General Considerations and Specification Requirements.**

**Description of Proposed Change:**

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**Requested: All directly adjoined neighbors' signatures for any exterior modification.**

My signature acknowledges I am aware of my neighbor's proposed improvement(s)/addition(s). If I have any concerns or questions about the proposed project, I will direct them to the Board of Directors and/or Architectural Committee.

Name	Signature	Address

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 and that there is no appeal other than resubmission of a modified request. As lot Owner, I accept liability for any inaccuracies that may be proven in the future and release the Association, Management, and its Agents from any responsibility. I further understand that the placement and design of my improvement must meet the architectural guidelines, regardless of my submission or errant approval of such submission. A variance from standards must be noted by the committee in the comments section below. Please note the Board/Committee is allowed up to 30 days to render a decision from the date the complete application is received.

**Disclaimer:** The Association reviews applications primarily based upon aesthetic qualities and to a lesser degree, basic construction practices. Owners (and their contractors) are responsible for determining and ensuring that all applicable municipalities, county, and state requirements are met and all necessary permits, variances, etc. are obtained. Should the requirements set forth by the municipality, county and state be more stringent/restrictive than those established by the Association, the more stringent/restrictive requirements prevail.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Applications may be submitted via E-mail to [lori@littleandyoung.net](mailto:lori@littleandyoung.net). Once the Architectural Control request has been submitted; the association manager will send you an email confirmation.**

<b>FOR USE BY ARC ONLY:</b>	
ARC Comments: _____ _____ _____	
Date Replied: _____	<input type="checkbox"/> Approved _____ <input type="checkbox"/> Denied _____
Denial: _____	