

Beech Hill Owners Association, Inc.

ARCHITECTURAL REVIEW COMMITTEE/BOARD OF DIRECTORS

APPLICATION FOR ALTERATIONS AND ADDITIONS

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT: PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

REQUEST FOR APPROVAL (Please provide a detailed description of the nature of the request. On the back of this form, please include measurements, location of your house and requested improvement shown). Send completed form to Arnold Spell, Allenton Management, PO Box 3250, Durham, NC 27715-3250 by mail or scanned email to [arnolds@allenton.com](mailto:arnolds@allenton.com)

\_\_\_\_\_  
\_\_\_\_\_

ESTIMATED STARTING DATE: \_\_\_\_\_ ESTIMATE COMPLETION DATE (Within 90 days): \_\_\_\_\_

I have read a copy of the Beech Hill Covenants covering permissible exterior alterations. Permission is granted to members of the ARC/Board of Directors to inspect my property, if needed. Homeowner(s) will be notified of response no later than 30 days after application date.

OWNER(S)' SIGNATURE: \_\_\_\_\_ Date \_\_\_\_\_

In some cases, improvement projects greatly affect the surrounding neighbors. Although final approval rests with the Board of Directors, they reserves the right to notify your immediate neighbors of your proposed plans. Please list the names of all neighbors whose properties border yours, including property owners on both sides, to the rear, and across the street, from your property (when applicable). Next to their names, indicate by "Yes" or "No", whether you have spoken to them regarding your plans.

NAMES:	YES	NO
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Do not write below this line, Board use only

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Date Received by Allenton \_\_\_\_\_ Easements \_\_\_\_\_ Within Guidelines \_\_\_\_\_

Date Received by ARC \_\_\_\_\_ Date ARC Reviewed \_\_\_\_\_ Approved \_\_\_\_\_

Approved with conditions \_\_\_\_\_

\_\_\_\_\_

Disapproved (reason) \_\_\_\_\_

Approved by \_\_\_\_\_