

**Request for Architectural Review & Approval**  
**SHANNON VISTA HOMEOWNERS ASSOCIATION**

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

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

Mailing Address: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Work Phone #: \_\_\_\_\_

E-mail address: \_\_\_\_\_

A. Type of proposed modification:

- |   |   |
|---|---|
| <input type="checkbox"/> Addition to House    | <input type="checkbox"/> Pool                           |
| <input type="checkbox"/> Deck / Patio / Porch | <input type="checkbox"/> Sports / Play Equipment / Etc. |
| <input type="checkbox"/> Fence                | <input type="checkbox"/> Garage                         |
| <input type="checkbox"/> Landscaping          | <input type="checkbox"/> Yard Ornamentation             |
| <input type="checkbox"/> Tree Removal         | <input type="checkbox"/> Satellite/Antenna              |
| <input type="checkbox"/> Painting (Exterior)  | <input type="checkbox"/> OTHER _____                    |

B. Estimated Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

C. Attach detailed descriptions of the proposed improvements, including:

1. Copy of property survey, with location of proposed changes and/or additions indicated
2. Size
3. Color
4. Material being used
5. Contractor's name
6. Plans, drawings (elevation), specifications, pictures or other helpful descriptions

D. Submit the application, property survey, and all other supporting documentation to:

**Shannon Vista                      OR                      Scan and Email to:**  
**6000 Fairview Road                      Wendy.Keller@associa.us**  
**Suite 1200**  
**Charlotte, NC 28210**

E. Notes to Applicant:

By submitting this application, you agree:

1. Project work must commence within 90 days of the date of the approval or a new application must be submitted.
2. To comply with all applicable federal, state and local laws, codes, regulations and requirements in connection with this work.
3. To obtain any necessary governmental permits and approvals for this work.
4. Shannon Vista Homeowners Owners Association, its Board of Directors, and/or its agents have no responsibility with respect to such compliance and that the Board of Directors or Architectural Review Committee approval of this request shall not be understood as the making of any representation or warranty that the plans, specifications or work comply with any law, code, regulation or governmental requirement.

By submitting this application, you agree:

That no work on this request shall commence until written approval of the Architectural Review Committee has been received. That the requested changes strictly conform to the community ARC Guidelines and that these changes shall be made in strict conformance with the ARC Guidelines. That applicant is responsible for complying with all governmental code and regulations. Neither the Shannon Vista Homeowners Association, the Shannon Vista Board of Directors, or the Shannon Vista Architectural Review Committee nor their respective members, agents, representatives or employees shall be liable for damages or otherwise to anyone requesting approval of an architectural alteration by reason of mistake in judgment, negligence or nonfeasance, arising out of any action with respect to any submission. The Architectural Review Committee is directed toward review and approval of site planning, appearance and aesthetics. None of the foregoing assumes any responsibility regarding design or construction, including, without limitation, the structural integrity, mechanical or electrical design, methods of construction, or technical suitability of materials. Applicant hereby releases and covenants not to sue any of the foregoing from/for any claims or damages regarding this request or the approval or denial thereof.

Applicant's Signature \_\_\_\_\_ Date: \_\_\_\_\_

(Application will not be accepted without signature and date)