

**Chancellors Ridge HOA**  
**Architectural Modification Request Form**

Request must be submitted **prior** to any commencement of work.

**Association Name:** \_\_\_\_\_ Chancellors Ridge HOA \_\_\_\_\_

**Owner Name:** \_\_\_\_\_ **Street Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

The **Declaration of Covenants, Conditions and Restrictions** (the "Deed Restrictions") for the **Association** specifies that all improvements as defined in the Deed Restrictions must be approved in writing by the Architectural Committee before the improvement begins. To assist in your compliance with this restriction, complete this form and submit it with your plans and specifications for the proposed improvement.

**The plans and specifications will not be considered complete without the following items:**

- A **plot plan** or **survey** showing the location and dimensions of all existing and proposed improvements.
- Existing and finished **grades** and lot **drainage provisions** shall be indicated.
- The **structural design, exterior elevations, exterior materials, colors, textures, and shapes** of all improvements described.
- Estimated **time frame for completion** of project: \_\_\_\_\_

**APPROVAL REQUESTED FOR :**

- |  |  |   |  |
|--|--|---|--|
| <input type="checkbox"/> BASKETBALL GOAL   | <input type="checkbox"/> FENCE           | <input type="checkbox"/> LANDSCAPING        | <input type="checkbox"/> PLAYSCAPE     |
| <input type="checkbox"/> IRRIGATION SYSTEM | <input type="checkbox"/> DECK            | <input type="checkbox"/> DRIVEWAY EXTENSION | <input type="checkbox"/> EXT. PAINTING |
| <input type="checkbox"/> STORAGE SHED      | <input type="checkbox"/> EXT. REMODELING | <input type="checkbox"/> SPORT COURT        | <input type="checkbox"/> OTHER         |

**DESCRIPTION OF IMPROVEMENT**

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

**CERTIFICATION**

Property Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email Request to [jports@ppmral.com](mailto:jports@ppmral.com)

**Mail Application to: Chancellors Ridge, c/o PPM, Inc. 11010 Raven Ridge Road,  
Raleigh, NC 27614 Phone: 919-848-4911 / Fax: 919-870-7241**