

Sunset Creek Homeowners' Association  
Application for Review of  
Proposed Exterior Changes/Additions  
(including landscaping and fencing)

Mail or hand-deliver completed application to any member of the  
Sunset Creek Homeowners' Association  
Architectural Review Committee ("ARC")

Please note: Two complete applications must be submitted;  
one will be returned to the homeowner(s), and one will be retained in the ARC records.

Homeowner(s)'s Name: \_\_\_\_\_ Date: \_\_\_\_\_

Street Address: \_\_\_\_\_ Lot # \_\_\_\_\_

Contact Phone Number(s): \_\_\_\_\_

eMail Address: \_\_\_\_\_

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In accordance with the Declaration of Covenants, Conditions and Restrictions for Sunset Creek, application is hereby made for review and approval of the described addition or modification (brief description)("Application"):

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In support of the Application, the following items, if applicable, must be attached (in duplicate):

\_\_\_\_\_ A written statement describing the proposed modification or addition. (Photos and brochures of the proposed work may be helpful.)

\_\_\_\_\_ Plat plan or survey marked to show the exact location of the proposed modification or addition (including any playhouse or treehouse). If the Application concerns a fence, then the proposed location of the fence must be shown.

\_\_\_\_\_ If the Application concerns landscaping, then a plat plan or survey which has been marked to show the location and type of landscaping. Or, if available, a copy of the proposed landscape plan.

\_\_\_\_\_ Elevations, if applicable.

\_\_\_\_\_ Construction plans and specifications, if applicable, showing any proposed exterior changes.

\_\_\_\_\_ If the Application concerns any exterior painting, then paint samples.

**INCOMPLETE APPLICATIONS WILL BE RETURNED AND NOT REVIEWED BY THE ARC.**

Your neighbors have the right to know of your future plans. Please obtain signatures from all property owners having common lot lines with your property along with property owners who reasonably view the improvement from their property. Neighbors, your signature indicates you have seen the proposed. If you have any problems with or oppose the proposal, then please promptly submit your concerns to an ARC member.

Signature of Neighbors:

Name	Address	Date
Name	Address	Date
Name	Address	Date
Name	Address	Date
Name	Address	Date
Name	Address	Date

It is hereby understood and agreed that approval of the Application by the ARC does not constitute approval as to compliance with applicable North Carolina law or Carrboro and Orange County Ordinances. It is further understood and agreed that you agree to repair or replace, at your sole expense, any damages to common areas or other lots including grass, walks, buildings, trees, roads, etc., as a result of your making modifications. Further, homeowner grants permission to the ARC and its agents to enter the property to consider the Application and to inspect during installation and upon completion.

Signature of Homeowner/Applicant

**For ARC Use** Date complete application received by ARC: \_\_\_\_\_

Committee Action:

\_\_\_\_\_  
 Approved                      Approved with conditions (see attached conditions)                      Denied

Date Approved: \_\_\_\_\_

If work is not completed within one year of the approval date, then the approval expires and a new application must be submitted to the ARC.

Decision	Member	Decision	Member	Decision	Member
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____