



Homeowner: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Location of Improvement: \_\_\_\_\_ E-mail: \_\_\_\_\_

**HOME IMPROVEMENT REQUEST**

In accordance with the Declaration of Covenants, Conditions, and Restrictions and Design Guidelines, application hereby made for review and approval of the following described improvements.

(Provide a description of your improvement below, attach another sheet of paper if needed.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ADMINISTRATIVE PROCESSING FEE: \$30**

**CHECK PAYABLE TO:** Riverwood HOA

**MAIL TO: RAC** Community Association  
2102 Pritchard Rd Clayton, NC 27527

**In addition to this application the following items are required for submittal:**

**One Set of Plans:** The plans will need to show the following (where applicable) - site plan, floor plan, exterior elevations, roof design, exterior materials and finishes, landscaping plan and such other items as may be needed to reflect the character and dimensions of the improvements.

**Summary:** Written statement summarizing setback, height and square footage of proposed construction, how these numbers compare with the requirements, and whether any variance request are made.

It is hereby understood and agreed that approval of this application by a reviewer does not constitute approval as to compliance with applicable North Carolina law or Town of Clayton ordinances.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**BASKETBALL, TRAMPOLINE & INFLATABLE**

Permanent  Portable

**Location:** \_\_\_\_\_

**Left Side Neighbor:** \_\_\_\_\_

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

Signature: \_\_\_\_\_

**Right Side Neighbor:** \_\_\_\_\_

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

Signature: \_\_\_\_\_

**The application process may take up to 45 days.**

If the application is incomplete, the reviewer will notify the applicant as to the needed documents and the application will not be further considered until receipt of these materials.

**FOR OFFICE USE ONLY:**

Revised 1/2018

**AR Board:**  Approved  Approved as noted  Disapproved Signed: \_\_\_\_\_ Received by: \_\_\_\_\_

**Developer:**  Approved  Approved as noted  Disapproved Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Golf Com.:**  Approved  Approved as noted  Disapproved Signed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_