

TENNESSEE STONEHENGE HOA

DC Capital Tax & HOA Service; 1804 Williamson Ct.; Suite 108; Brentwood, TN 37027

(Email: info@accuratetaxnashville.com)

Architectural Review & Control (ARC) Form -- Request for Exterior Change or Construction
(Please use back of form or an attachment if necessary. ALL exterior changes to homes and lots must be approved.)

EXAMPLES OF EXTERIOR CHANGES OR CONSTRUCTION ARE: REPLACEMENT OF DRIVEWAYS, SIDING, ROOF, DOORS OR WINDOWS; ADDITIONS OR CHANGES TO DECKS, FENCES, OR WALLS; TREE REMOVALS; CHANGES TO ANY EXTERIOR COLORS OR STYLES, ETC. THESE EXAMPLES ARE ONLY A PARTIAL LIST AND NOT MEANT TO BE THE FULL LIST OF ALL EXTERIOR CHANGES THAT MUST BE APPROVED BY THE ARC COMMITTEE. IF THERE IS ANY QUESTION, PLEASE SUBMIT THIS FORM TO THE ARC FOR EVALUATION.

Date of Request _____ HOA Date of Receipt _____ Request # _____

Homeowner Name(s) _____ Phone # _____

Street Address _____ Email _____

General Description of the Exterior Change or Project _____

_____ (Use back of form if necessary)

General Contractor _____ Subcontractor _____

Proposed Project Start Date _____ Proposed End Date of Project* _____

*This ARC expires on the End Date and becomes invalid thereafter. No End Date of more than 6 months will be approved. If more time is needed, additional approval of the project is required from the ARC committee.

Attach any or all of the following documentation you can provide on this project:

1. Plans, blueprints, engineering data, dimensions, elevations, drawings, surveys, and permits
2. Location in relation to existing structures
3. Photos or drawings of proposed or similar construction
4. Description of materials, finishes, and colors to be used, including samples
5. If project is in stages, please describe and provide timeline on each stage
6. If any work is done prior to receiving written ARC approval, a fine of \$500 is immediately applied.

***Please see the back of this form for neighbors' awareness and ARC Committee approvals/disapprovals.

Submitting Homeowner's Signature _____

ARTICLE VII OF THE DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS OF TENNESSEE STONEHENGE, INC. (CCRs) AUTHORIZES THE BOARD OF DIRECTORS (OR ITS ARC COMMITTEE) TO REVIEW AND APPROVE ALL PLANS FOR EXTERIOR CHANGES OR CONSTRUCTION IN STONEHENGE IN ORDER TO MAINTAIN THE HARMONY OF DESIGN AND GENERAL QUALITY OF EXISTING STANDARDS OF THE NEIGHBORHOOD. ALL PLANS MUST BE APPROVED IN ADVANCE OF ANY CHANGES BEING MADE BY THE HOMEOWNER OR HIS/HER CONTRACTORS.

FOR OFFICIAL APPROVAL, A MAJORITY OF THE ARC COMMITTEE MEMBERS MUST APPROVE THIS REQUEST. VOTES OF THE ARC COMMITTEE WILL BE MAINTAINED IN THE OFFICE OF THE PROPERTY MANAGER OR THE ARC COMMITTEE AND THE HOMEOWNER WILL BE NOTIFIED IN WRITING OF THE RESULTS. COPIES OF ALL APPROVALS SHOULD BE RETAINED IN HOMEOWNERS' RECORDS. ARC COMMITTEE REVIEWS WILL NORMALLY TAKE PLACE WITHIN 14 DAYS OF RECEIPT OF THE HOMEOWNER'S REQUEST. SUBMIT THIS COMPLETED FORM TO THE PROPERTY MANAGER'S ADDRESS ABOVE.

Neighborhood Awareness

Please make your neighbors aware of your proposed ARC changes. Neighbors' awareness does not mean or imply final ARC approval but is done as a courtesy.

Next-door Neighbors:

1. Name _____ Address _____ Date _____

2. Name _____ Address _____ Date _____

Additional Street Neighbors:

1. Name _____ Address _____ Date _____

2. Name _____ Address _____ Date _____

ARC Requests Made by ARC Committee Members

ARC request forms submitted by currently serving members of the ARC Committee should not be reviewed or approved by this same committee member. In such cases, the ARC Committee member should recuse himself/herself and allow an interim person to serve in this capacity on the Committee.

ARC Committee Approval/Disapproval

1. ARC Chairperson _____ Approve or Disapprove Date _____

2. ARC Member _____ Approve or Disapprove Date _____

3. ARC Member _____ Approve or Disapprove Date _____

IMPORTANT -- No work can be done until you have received written approval from the ARC Committee. If any work is done prior to receiving written ARC approval, a fine of \$500 is immediately applied.

For copies of this form or for more information on the ARC visit www.stonehengen.org

(Revised January 2023)