

BROOKE MEADOWS ACCESSORY BUILDING SUBMITTAL REQUIREMENTS

1. Accessory Buildings including but not limited to Sheds and Garages shall not be constructed without prior review and approval of the Brooke Meadows Architectural Committee.
2. Prefabricated accessory buildings and structures are not allowed. Accessory structures are to be stick built.
3. Submit a Plot Plan with the following information:
 - a. Dimensions of property
 - b. All easements within the property boundary
 - c. House location and all existing and proposed accessory structures
 - d. Location of water pump
 - e. Location of the sewer system to include the location of the tank and leach field
 - f. Driveway from street to garage
 - g. Dimensions from the house and property lines to the proposed accessory building
4. Submit the proposed accessory building drawn to scale and shall include the following
 - a. Floor Plan with dimensions
 - b. Building Elevations showing all windows and doors
 - i. Doors and windows shall be in keeping with the design of the house doors and windows
 - ii. Roof design and slope shall be the same as the house
 - iii. All styles, finishes and colors for doors, windows and roof are to be the same as the house
 - c. Wall finishes shall extend to grade. Foundation piers are not to be visible
5. Accessory structures shall not encroach into the sewer system unless approved in writing by the County
6. Provide documentation of Building Permit from the County.

HOMEOWNERS ASSOCIATION ARCHITECTURAL REQUEST FORM

Please allow 1-2 weeks for approval.

Mail To: ARCHITECTURAL CONTROL COMMITTEE
c/o PRESTIGE MANAGEMENT GROUP
P.O. BOX 9336
GREENSBORO, NC 27429

Ph. 336-378-1778
Fax 336-230-1821
Email to: pmg@prestigemangement.biz

Date: _____ NAME OF ASSOCIATION: _____

Homeowner Name: _____ Day Ph. _____ - _____ Eve. Ph. _____ - _____

Address: _____ Email _____

1. What is the nature your proposed improvement, alteration, or change?

2. What is the height, length, and width of your proposed improvement, alteration, or change? **You must include photos of proposed fencing, sheds, etc.**

3. What are the materials and colors to be used? **Please note that sheds must match the siding and roof color of the home.**

4. Will there be any plantings, excavations or changes in grading? If yes, please list details.

5. **Please provide a site map of the location of proposed improvement, alteration, or change.** This can be professionally rendered, hand drawn, or printed out from Google Earth and hand drawn. For sheds and fences, please also provide a photo of the proposed shed or fence. **WE CANNOT PROCESS YOUR REQUEST WITHOUT THIS.**

I/we the owner(s) requesting the improvement, alteration, or change, understand and agree that I/we will be responsible for the costs of any maintenance, repair, or replacement of all or any part of such improvement, alteration, or change, if approved, and understand and agree that the association will not be responsible for such maintenance, repair, replacement, or costs thereof.

The work proposed above shall be completed on or before _____ day of _____ 20_____ .

The foregoing application is submitted by: _____ Date _____

Signature: _____ Signature: _____

-----Office use below this line-----

Reviewed and considered by the architectural control committee at a meeting held on _____.

Approved _____ Disapproved _____

Disapproved for the following:

___incomplete specification/drawings _____not in compliance with architectural standards

Notes _____

Signed _____ Title _____