

# The Fairways

## At Hanging Rock, Section 1

### Architectural request form

This form was created as a way to protect the property value and conformity throughout the neighborhood of the Fairways at Hanging Rock, Section 1. This is done for the benefit of every member of the Fairways at Hanging Rock, Section 1 Homeowners Association. The Board of Directors would like to encourage and promote quality improvements to the homes and landscapes in the community. Please be aware that this form only pertains to substantive and permanent changes to the landscape and/or exterior, not seasonal items, minor trimming etc.

**INSTRUCTIONS:** Review the Declaration of Covenants, Rules and Restrictions for detailed information concerning permitted alterations. Completely fill out both sides of the form below and attach any photographs, color swatches or drawings (if applicable) of the change requested. Submit this request for review by the Architectural Review Committee, by one of the following methods:

- Regular mail - The Fairways at Hanging Rock, Section 1, HOA  
c/o Murray Realty, Inc.  
Attn: Reneta McMillan  
4519 Brambleton Ave. Suite 200  
Roanoke VA 24018
- Email - [reneta@murrayrealty.com](mailto:reneta@murrayrealty.com)

**ALLOW THIRTY (30) BUSINESS DAYS FROM RECEIPT FOR REVIEW:** The Architectural Review Committee will review your modification request. Please allow at least thirty (30) days from date of receipt of your request for this review. The Board of Directors is the ultimate deciding authority, if the Board has any questions regarding your request, they will contact you.

**CONTACT MANAGEMENT:** Contact Reneta McMillan, (540-366-7771 x210) if you have any questions regarding this process.

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

Owner's Name: \_\_\_\_\_

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

Telephone Number(s): \_\_\_\_\_

Type of Alteration: DECK\_\_\_ PATIO\_\_\_ FENCE\_\_ \_

Storm Door: FRONT\_\_\_ BACK\_\_\_

Additional Landscaping:

FRONT \_\_\_ SIDE \_\_\_ BACK \_\_\_ OTHER \_\_\_

**DESCRIPTION OF REQUESTED CHANGE:**

**ACKNOWLEDGEMENT OF HOMEOWNER:** This will confirm that I/we have read the guidelines as they relate to this application and hereby agree to comply with said Covenants, Rules and Restrictions in the change/addition/improvement. I/we further confirm that I/we have read and will comply with all applicable rules and regulations established by the Association concerning the procedures to be followed in undertaking any change/addition/improvement. I/we further agree that I/we will be solely liable for any claims, including without limitation, claims for property damage or personal injury, which result from the requested change/addition/improvement. I/we acknowledge the responsibility for complying with all applicable governmental regulations, codes and ordinances; obtaining all necessary permits and inspections; and contacting Miss Utility if digging; and indemnify the Fairways at Hanging Rock, Section1 Homeowners Association from and against any claim for failure to do so. I/we further acknowledge that I/we are responsible for all maintenance, repair and upkeep of any approved change/addition/improvement.

OWNER(S) SIGNATURE(S): \_\_\_\_\_ DATE: \_\_\_\_\_  
\_\_\_\_\_ DATE: \_\_\_\_\_

**(TO BE COMPLETED BY THE BOARD OF DIRECTORS)**

**REVIEW ACTION**

DATE RECEIVED: \_\_\_\_\_

**REVIEW ACTION:**

- Approved as requested.
- Approved subject to the conditions noted below.
- Disapproved for the reasons noted below.

REMARKS: \_\_\_\_\_  
\_\_\_\_\_

Board of Directors: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_