**MacGregor Downs** Homeowners Association

c/o RS Fincher, PO Box 11117, Apex, NC 27502

**REQUEST FOR ARCHITECTURAL APPROVAL**

If property is located adjacent to Golf Course, Lake or Country Club, please submit all requests for changes or additions to MacGregor Downs Homeowners Association at the reception desk at MacGregor Downs Country Club, 430 St. Andrews Lane, Cary, NC 27511. If property is not located adjacent to Golf Course, Lake or Country Club, please scan and email directly to Architectural Committee Chair, James Benson at [jbenson87@mac.com](mailto:jbenson87@mac.com) Do not send applications to the RS Fincher address.

Property Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Lot Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Estimated Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Completion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Narrative description of the proposed home and/or landscape improvement changes or additions. Cite materials and colors to be used. State similarities to existing structures as appropriate. Use additional sheets of paper if necessary.

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2. Please attach drawings to this request showing all proposed improvements including relationship to existing structures, landscaping, setbacks and lot lines. Two drawings or more are needed to clearly show proposed improvements including but not limited to:

A. Plot Plan- “top down view” – the improvements should be drawn on a copy of your lot survey to show where the change will be placed.

B. Elevations(s) – side, front and rear views – one or more as necessary.

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3. Attach a complete hardscape and landscape plan showing property lines and setbacks. **NO fence, wall, hedge, or mass planting shall be permitted to extend beyond the minimum building set-back line established or within 70 feet of the rear lot line or within 70 feet of the maintenance easement line of the GOLF COURSE, LAKE OR COUNTRY CLUB, except upon the approval by the MacGregor Down Country Club and MacGregor Downs Architectural Committee.**

4. Attach paint or siding samples if applicable. (This includes black and white).

5. This approval request is for the MacGregor Downs HOA and/or MacGregor Downs Country Club’s approval. A permit and inspection by the Town of Cary may be needed.

6. When the committee reviews this request, your neighbors have the right to comment and present views about your requested improvements. This is to make them aware that there will be changes “next door or across the street”. Please obtain signatures from all property owners having adjoining lot lines with your property, and all property owners who would reasonably view the improvements from their property, i.e. across the street. If signatures are missing, the request can be denied as incomplete. If this should happen, you would need to resubmit with the required information in order to get the request reviewed for approval. If your request is denied for other reasons, you will have the opportunity to make changes and/or to present compelling arguments to the ACC for re-consideration.

Reason for change/addition: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**REQUEST FOR ARCHITECTURAL APPROVAL – page 3**

Check one:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ My plan does not violate any setback requirements as described in the MacGregor Downs Protective Covenants received at closing.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_I am asking for a variance(s) as it applies to the following setback(s):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**NEIGHBOR ACKNOWLEGEMENTS**

I am not opposed to the request form for the improvement(s) described within. I acknowledge any variance request(s) outside the setbacks required for property owners in MacGregor Downs as described in the Protective Covenants. (Sides: 15-foot minimum, Back and Front: 50-foot minimum), and understand that (I/we) may make verbal or written comments directly to the MacGregor Downs Architectural Committee. I understand that a revision and re-submission for approval may be made by the applicant to the ACC if this plan is denied, and that I will have the opportunity to give additional input.

**Date Print Name Signature Address**\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**All projects must be completed within a 12-month time frame**

**Any homeowner whose lot adjoins the Golf Course, Lake and/or Country Club will be required to submit their requests directly to the club for its approval at 430 St. Andrews Ln., Cary, NC**

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**REQUEST FOR ARCHITECTURAL APPROVAL – page 4**

**MacGregor Downs Country Club**

Approved \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Conditional Approval \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ If so please list condition below

Disapproval \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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**MacGregor Downs HOA Architectural Committee**

Approved \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Conditional Approval \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ If so please list condition below

Disapproval \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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