



HOMEOWNER'S ASSOCIATION

Homeowner Request Form for Architectural Change

Date of Request _____ Homeowner Name _____

Property Address _____ Phone # _____

Contractor _____

Description of Proposed Change/Improvement (Please include architectural drawing and/or pictures, site plan with proposed change/improvement, material samples, paint chip, etc.)

Proposed Start Date _____ Proposed Completion Date _____

*Allow a **minimum of ten business days** after submission to ACC for approval. (If additional time is needed, you will be contacted at a maximum of three business days after submission.)*

For your protection, inquire with the city and/or county about permit requirements before starting any work on your property involving new construction, alterations, modifications or additions. Approval of any structure by the ACC is in no way a certification the structure has been or will be built in accordance with any government rule or that the structure complies with sound building practice or design.

Please call your ACC Chair or Committee Member Representative with any questions regarding your request.

Return to: River Terrace Architectural Control Committee:

Joan Gurvey 770-642-0443, Carole Jacobs 770-640-9473, Marianna Long 770-992-4088

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For Office Use Only

Approved _____ Denied _____ Reason for being denied _____

Approved with stipulations _____

ACC Signature _____ Date Signed _____

***Please remove any signs your Contractor places in the yard upon completion of this project. Our Design Standards do not allow any signs (other than "For Sale" signs).**