

**GROVE PARK @ STONECREST  
ARCHITECTURAL REVIEW REQUEST**

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OWNER'S NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

DESCRIBE IN DETAIL, TYPE OF ALTERATION AND MATERIALS TO BE USED:

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

(IF MORE SPACE IS REQUIRED, PLEASE ATTACHED TO THIS FORM, THANK YOU)

All applications requesting approval for any alteration which occurs outside the exterior walls of the building **MUST BE ACCOMPANIED BY A COPY OF YOUR LOT SURVERY WITH THE ALTERATION DRAWN ON IT SHOWING LOCATIONS, DIMENSIONS AND DISTANCES. INCLUDE A SKETCH INDICATING SIZES, HEIGHTS, MATERIALS, COLORS AND TYPE OF CONSTRUCTION AND OTHER PERTINENT INFORMATION AS MAY BE NECESSARY. IF THIS INFORMATION IS NOT INCLUDED YOUR REQUEST WILL BE RETURNED TO YOU.**

If approval is granted, it is not to be construed to cover approval of any county or city code requirements. A building permit from the appropriate building department is needed on most property alterations and/or improvements. The Architectural Control Board (ACB) shall have no liability or obligation to determine whether such improvement, alteration or addition comply with any applicable law, rule, regulation, code or ordinance.

As a condition precedent to granting approval or any request for a change, alteration or addition to an existing basic structure, the applicant, their hires and assigns, thereto, hereby assume sole responsibility for the repair, maintenance or replacement of any such change, alteration or addition. **IT IS UNDERSTOOD AND AGREED THAT GROVE PARK AT STONECREST HOMEOWNERS ASSOCIATION, INC. IS NOT REQUIRED TO TAKE ANY ACTION TO REPAIR, REPLACE OR MAINTAIN ANY SUCH APPROVED CHANGE, ALTERATION OR ADDITION, OR ANY STRUCTURE OR ANY OTHER PROPERTY. THE HOMEOWNER AND ITS ASSIGNS ASSUME ALL RESPONSIBILTY AND COST FOR ANY ADDITION OR CHANGE AND ITS FUTURE UPKEEP AND MAINTENANCE.**

I agree not to begin property improvement(s) until the ACB notifies me in writing of their approval. I understand that the ACB has up to **forty-five (45)** days to process; review and either approve or disapprove this Alteration Application. **If any change is made that has not been approved, the ACB has the right to ask me to remove the improvement from my property.**

OWNER'S INITIALS \_\_\_\_\_

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