

Northgate

At Legacy Park

RETURN THIS FORM TO:

Polina Williams, CAM

Heritage Property Management

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Northgate at Legacy Park ARC Form - HOME MODIFICATION APPLICATION

PROPERTY ADDRESS: _____

DATE SUBMITTED: _____ DAYTIME PHONE: _____

NAME, _____

EMAIL ADDRESS: _____

PROPOSED START DATE: _____ PROPOSED COMPLETION DATE: _____

I have discussed the modification with my neighbors who will be directly impacted by the proposed modification

IMPORTANT: *Signature of Homeowner:* _____

MODIFICATION(S) REQUESTED (Check Appropriate Box)

FENCE(S) Specify materials, style & attach sketch on plat	ROOF Manufacturer, type & color - Provide sample if possible
LANDSCAPING Specify materials & attach sketch	SCREENING Specify in material, style & include drawing of elevations
POOL(S) & SPA(S) Attach plans (2 sets)	STATUARY Provide complete description, location & picture/photo
RECREATIONAL EQUIPMENT Specify type (play set, trampoline, etc.) & attach sketch with specific location	STRUCTURE ADDITION Provide 2 sets of plan drawings with elevations and include list of materials being used
REPAINTING (Brick, Stone, Stucco, Siding) Include Paint Manufacturer. and Current & Proposed Colors Provide paint samples & specify areas (SIDING, TRIM, FRONT DOOR, SHUTTERS, METAL ROOFS. if applicable)	STRUCTURE MODIFICATION Provide 2 sets of plan drawings with elevations and include list of materials to be used
OTHER Include detailed description and plans if applicable	TREE REMOVAL Provide sketch with location of proposed tree removal, type of tree, and permit from City of Kennesaw

MODIFICATION(S) DESCRIPTION

**Do not proceed with your request until the ACC grants approval

** (Attach additional information as necessary)

**PHOTOS ARE REQUIRED of Front & Back of home, PLUS entire work area.

**To avoid delays, submit survey, plans, drawings, color schemes, & color brochures.

**Neighbor permission required for adjoining neighbor fences.

FOR ARCHITECTURAL CONTROL COMMITTEE (ACC) ONLY

Date Received:	<input type="checkbox"/> In Person <input type="checkbox"/> By Mail
Date Reviewed:	ACC Reviewer(s):
Date Responded:	

APPROVED APPROVAL WITH STIPULATIONS** DISAPPROVED**

** Nature of stipulations:

NOTE: Please allow thirty (30) days after submission of the ARC in writing. Only one request per ARC Form will be accepted. Remember to submit color samples, drawings, sketches, or site plans as applicable. **FOR YOUR PROTECTION:** Inquire within your City, County, and/or any other applicable government agency regarding permits before starting any work on your property involving new construction, alterations, or additions (etc.) Approval of any structure of architectural change by the ACC is in no way a certification that the structure for architectural change has been built in accordance with governmental rule or regulation or that the structure complies with sound building practice or design.

NOTE: Improvement work may not commence without written approval of your community HOA board and/or ACC. Unauthorized improvements are subject to removal at the expense of the homeowner. Neither the Declarant, the Association, the ACC, the Board, nor the Officers, Directors, Members, Employees, and Agents of any of them shall be liable in damages to anyone submitting plans and specifications to any of them for approval, or to any owner of property affected by the declaration by reason of mistake in judgment, negligence, or nonfeasance arising out of or in connection with the approval or disapproval or failure to approve or disapprove any such plans or specifications; Nor shall any of them assume liability or responsibility for any defect in any structure constructed from any such plans and specifications.