

# ACC PROJECT APPROVAL REQUEST FORM

(This can also be submitted online at [www.yourdomain.com](http://www.yourdomain.com))

MAIL TO: Your Community, P.O. Box 0000, City, STATE 12345 Or FAX TO: (555) 555-1212

Community Name: \_\_\_\_\_

Homeowner Name: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

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

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

Proposed Start Date: \_\_\_\_\_ Proposed Finish Date: \_\_\_\_\_

Project Type: (Please check all applicable categories)

Landscape \_\_\_ Arbor \_\_\_ Swimming Pool \_\_\_ Tree Removal \_\_\_ Play Equipment \_\_\_

Gazebo \_\_\_ Retaining Wall \_\_\_ Room Addition \_\_\_ Recreational Equipment \_\_\_ Deck \_\_\_ Porch/Patio

\_\_\_ Paint House \_\_\_ \* Fence \_\_\_ Enclosure of Porch/Patio \_\_\_

Other (please describe) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\* If this is a fence request, please answer the following:

How tall will the fence be? \_\_\_\_\_ Material Type? \_\_\_\_\_

What will the finish be? \_\_\_\_\_ (stain color, natural, unfinished etc.)

Will the fence begin and end on the back corners of your home?  Yes  No

If no, please explain: \_\_\_\_\_

Please attached a detailed written description of the proposed modification and attach supporting materials such as drawings, plans, paint samples, or brochures with photographs.

Homeowners are responsible for any building permits that may be required, building code compliance, survey of property lines, and arranging for required inspections and approvals.

The homeowner hereby grants permission to the ACC Committee to enter the property and make reasonable observation and inspections associated with the modification request and completion of the project.

Homeowner Signature: \_\_\_\_\_

## **ACC Committee Use**

Date Received by: \_\_\_\_\_

Date Scanned to ACC: \_\_\_\_\_

\_\_\_\_\_ Request Approved \_\_\_\_\_ Request Denied

Notification Sent Via: \_\_\_\_\_ US MAIL \_\_\_\_\_ EMAIL \_\_\_\_\_ FAX

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