



RETURN THIS FORM TO

HAMPTON GLEN HOA – ACC Committee
 c/o All-in-One Community Management, Inc.
 5200 Dallas Highway, Suite 200 #266, Powder Springs, GA 30127
 Tel: 678-363-6479 / FAX: 678-363-6481 modrequests@allinonemgmt.com

HAMPTON GLEN ACC MODIFICATION REQUEST FORM

PROPERTY ADDRESS: _____

DATE: _____ DAYTIME PHONE: _____

HOMEOWNER NAME: _____

EMAIL ADDRESS: _____

HOMEOWNER SIGNATURE: _____

MODIFICATION(S) REQUESTED

Check appropriate box. No construction or alteration is to begin without written approval from the ACC. The ACC will respond within 30 days. Any request lacking adequate information will be disapproved and must be resubmitted for approval.

| | |
|---|---|
| FENCE(S) Specify materials, style & attach sketch on plat | ROOF Manufacturer, type & color – Provide sample if possible |
| LANDSCAPING Specify materials & attach sketch | SCREENING Specify 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 to be used |
| REPAINTING Paint Mfg. & Color(s) Provide paint samples & specify areas | 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 |

MODIFICATION(S) DESCRIPTION (Attach additional information as necessary)

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: | | |
| <input type="checkbox"/> APPROVED | <input type="checkbox"/> CONDITIONAL APPROVAL ** | <input type="checkbox"/> DISAPPROVED ** |
| **Explanation: | | |

NOTE: Please allow up to THIRTY (30) days after submission to the ACC in writing. Only one request per ACC form will be accepted. Remember to submit color samples, drawings, sketches or site plans as applicable. FOR YOUR PROTECTION: Inquire with your City, County, and/or any other applicable government agency regarding required 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.