



**RETURN THIS FORM TO**

Montgomery Park 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  
 modifications@allinonemgmt.com

**MONTGOMERY PARK 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 w/out written approval from the ACC. The ACC will respond w/in 30 days. Any request lacking adequate information will be disapproved & must be resubmitted.*

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	<input type="checkbox"/> By Email
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.