



**RETURN THIS FORM TO**  
**Birkshire Woods HOA – ACC Modification**  
 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](mailto:modifications@allinonemgmt.com)

## ACC MODIFICATION REQUEST FORM

PROPERTY ADDRESS: \_\_\_\_\_

DATE: \_\_\_\_\_ PHONE: \_\_\_\_\_

NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_ @ \_\_\_\_\_

### MODIFICATION(S) REQUESTED – USE A SEPARATE FORM FOR EACH REQUEST

Check appropriate box

<b>FENCE(S)</b> Specify materials, style & attach sketch on plat	<b>ROOF</b> Manufacturer, type & color – Provide sample if possible
<b>LANDSCAPING</b> Specify materials & attach sketch	<b>SCREENING</b> Specify material, style & include drawing of elevations
<b>POOL(S) &amp; SPA(S)</b> Attach plans (2 sets)	<b>SCULPTURES/LAWN DECORATIONS</b> Provide complete description, location & photo/picture
<b>RECREATIONAL EQUIPMENT</b> Specify type (play set, trampoline, etc.) & attach sketch with specific location	<b>STRUCTURE ADDITION</b> Provide 2 sets of plan drawings with elevations and include list of materials to be used
<b>REPAINTING</b> Paint Mfg. & Color(s) Provide paint samples & specify areas	<b>STRUCTURE MODIFICATION</b> Provide 2 sets of plan drawings with elevations and include list of materials to be used
<b>OTHER</b> Include detailed description and plans if applicable	<b>TREE REMOVAL</b> 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 or Stipulations:	

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.