

# Spring Brooke

**RETURN THIS FORM TO**  
**SPRING BROOKE HOA – ARCHITECTURAL 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](mailto:modifications@allinonemgmt.com)      [www.allinonemgmt.com](http://www.allinonemgmt.com)

## SPRING BROOKE ACC MODIFICATION REQUEST FORM

PROPERTY ADDRESS: \_\_\_\_\_  
 DATE SUBMITTED: \_\_\_\_\_ DAYTIME PHONE: \_\_\_\_\_  
 NAME: \_\_\_\_\_  
 EMAIL ADDRESS: \_\_\_\_\_  
 OWNER SIGNATURE: \_\_\_\_\_

### MODIFICATION(S) REQUESTED

Check appropriate box – Provide as much detail in the form of sketches, samples, photos, etc.

<b>FENCE(S)</b> Specify materials, style & attach sketch on plat	<b>NEW 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, exterior finishes, and include list of materials to be used
<b>REPAINTING EXTERIOR OF HOME</b> Paint Mfg. & Color(s) and provide paint samples Specify areas (siding; trim; front door, shutters, metal roofs)	<b>STRUCTURE MODIFICATION</b> Provide 2 sets of plan drawings with elevations, exterior finishes, 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 IN DETAIL

(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 sixty (60) 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 the Spring Brooke Homeowners Association.  
 Unauthorized improvements are subject to removal at the expense of the homeowner.