

Grove at Hamilton Mill Homeowners Association, Inc.

Architectural Review Request Form

Name _____ #Pages Submitted _____ Date _____

Property Address _____ Lot # _____

Mailing Address: _____

Home # _____ Work # _____ Cell # _____ Fax # _____

Email _____ Estimated Start Date _____ Estimated Completion Date _____

How do you wish to receive communications: _____ Email _____ Mail

Type of Modification * Requested _____

Modification Type refers to the Design Standards reference: Animals and Pets; Antennae/Satellite Dishes; Basketball Hoops; Commercial Vehicles Decks/Patios/Coverings; Drainage, Driveways, Sidewalks, Storm Drainage and Gutter; Exterior Colors/Painting; Exterior Lighting; Fencing and Walls; Front Porches/Decorations; Garages and Parking; Garbage Cans, Woodpiles, etc.; Garden and Play Equipment; General Lot Conditions; Hot tubs, Spas, Pools; Landscaping, Vegetation; Mailboxes; Property Maintenance; Roofing; Statuary, Signs, Flags; Shed/Out-Buildings; Sight Distance; Storm Doors/ Windows

DETAILED DESCRIPTION OF CHANGE(S), INSTALLATION(S), OR ADDITIONS(S): Describe in detail all modifications, including size, color, dimensions, type of material, etc. Include supporting material such as paint chips, drawings, pictures, site plan of property indicating location of modification, etc. (Detail is the key for approval) *Add additional pages as necessary*

IF REQUEST INVOLVES A FENCE or Trash Surround, COMPLETE THE FOLLOWING SECTION. Please request a copy of the "Fence / Surround Guide" before submitting this form. The Fence Guide contains all the information needed regarding Fences and Surrounds, pictures included.

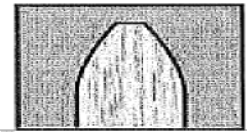
Select the Type of Fence / Surround You Wish to Erect:

Fence Style: Solid Privacy Shadow Box Spaced Picket (Picket for Black Aluminum Style only)

Surround Style: Solid Privacy Shadow Box

Board Type: Dog Eared Solid French Gothic (Picket Fence Only)

For Fences and Surrounds



Top Design: Flat Concave/Scalloped Convex/Arched

Caps: Yes No Type _____ Height: Four Feet Six Feet

Materials: Pressure Treated Pine Unpainted Cedar Cypress Black Aluminum

Color: Natural Black (aluminum fence) Other

Fences may be sealed with clear sealant; however, any color applied to fences, whether stain or paint, must be approved in advance and a color chip must be submitted for review.

Location: The Homeowner is responsible for ensuring that modifications are completed within the property lines, and it is strongly recommended that a survey is performed before beginning construction. The Homeowner is responsible for ensuring a neighbor agreement where modification is on a shared property line. Include a copy of your lot survey or site plan clearly showing the requested location of your fence.

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I take full responsibility and am personally liable for any damage that might occur during completion of this project. I understand that approval is strictly based on Design Standards and I will not hold the HOA liable for any damages or defects resulting from this request.

Homeowner Signature: _____

Date _____

Notice: Homeowners that do not receive written approval prior to commencement of an alteration will be subject to a Fine per incident. This form is only a request and not a guarantee of approval. Please follow The Grove at Hamilton Mill Design Standards and the Covenants as a guideline. **The Architectural Review Committee has up to 30 days to deliberate your request, starting from the day you receive an email or phone call that your request was received. Construction/modifications may not commence until approval is granted. Requests are not reviewed for engineering or structural design or quality of material. Homeowners are responsible for acquiring any necessary permits and following all governmental regulations and building codes.** **Approved Architectural Review Requests valid for 120 days.**

REMINDER:

DON'T FORGET TO INCLUDE PICTURES, COLOR SAMPLES, DRAWINGS AND ALL DETAILS OF YOUR PROJECT, WITHOUT THEM YOUR APPROVAL WILL BE DELAYED

ARCHITECTURAL REVIEW COMMITTEE ACTION

Date Received (Sentry)	<input type="checkbox"/>	Approved
Date Received (ARC)	<input type="checkbox"/>	Conditional Approval
Date Reviewed (ARC)	<input type="checkbox"/>	Disapproved
ARC Request		

Explanation: _____

Submit Architectural Review Requests via mail, fax, email to:

Grove at Hamilton Mill HOA ARC, c/o Sentry Mgt, Inc.

5901 Peachtree-Dunwoody Rd., Suite B-525, Atlanta, GA. 30328

Contact: John Anderson, janderson@sentrymgt.com