



The Parks at Cedar Grove

Community Association, Inc.

Architectural Review Committee (“ARC”) Modification Request Form

Homeowner Name: _____ Date: _____

Address: _____ Home Phone: _____

Email: _____ Daytime Phone: _____

TYPE OF MODIFICATION BEING REQUESTED - PROPERTY PHOTOS ARE REQUIRED FOR ALL PROJECTS

MINOR

- Play Equipment
- Tree Removal**
- Shed
- Statuary
- Landscaping
- Other: _____

MODERATE

- Change of House Color*
- Fence (Plat, measurements, height, style, etc is required)
- Deck/Screened Porch (Submit Drawings) **
- Gazebo/Pergola (Submit Drawings)**
- Driveway Expansion**
- Roof Replacement**
- Retaining Wall**
- Other: _____

MAJOR

- Room Addition (Submit Drawings/Plat)
- Swimming Pool (Submit Drawings/Plat)

***Requests for a change in exterior house colors require paint manufacturer name, color chip numbers and color names to be used on all exterior aspects of home (Body, Trim, Shutters/Doors, etc.), actual paint samples (2”X2” minimum) and a photograph of the front & back of the house.**

****Photos of the home/property, along any with supporting project documents, are required for the request to be considered complete for review for any and all projects.**

Explanation of Project (Attach additional narrative if necessary): _____

Permission is hereby granted for the members of the Architectural Review committee (ARC) and the Board of Directors (BOD) of Parks at Cedar Grove Community Association, Inc., their agents, and/or representatives to enter the property to make reasonable observations and inspections of the requested modification and completed project. The Applicant represents by act of entering the review process with the ARC that all representatives of the Applicant, including, but not limited to, Applicant’s Architect, Engineer, Contractors, Subcontractors, and their agents and employees shall be made aware by the Applicants all applicable requirements of the ARC and shall abide by the procedures and guidelines found in the Declaration of Covenants of Parks at Cedar Grove Community Association, Inc.

*****Please note*** Do NOT start the project until you receive a written response from the ARC. Pursuant to the Covenants for The Parks at Cedar Grove, the ARC is permitted to take up to forty-five (45) days to review & respond to a modification request; however, their goal is to respond as soon as possible. Vendor appointments should not be scheduled for dates before or during this timeframe. Your patience during this process is very much appreciated.**

Homeowner Signature: _____ Date: _____

You may submit request via mail, fax, email or in person

Mail: Parks at Cedar Grove Community Association, Inc.	c/o Association Mgt Pros	Fax: 678-217-8601
Email: theparks@associationmgtpros.com	PO Box 1706	Phone: 678-813-2505 x 1000
	Douglasville, GA 301330	