

**The Glen at Grandview Homeowners Association, Inc.**  
**Architectural Control Committee (ACC)**  
**Application Request Form**

Name of Resident: \_\_\_\_\_

Street Address: \_\_\_\_\_ Lot #: \_\_\_\_\_

Work Telephone #: \_\_\_\_\_ / Home Telephone #: \_\_\_\_\_

Please check the type of improvement you wish to make. The numbers, in brackets, correspond to the information that is required for ACC review, listed below.

- |   |  |
|---|--|
| <input type="checkbox"/> Deck (1, 2, 4)   | <input type="checkbox"/> Satellite Dish/Antennae (1, 2, 3, 4)              |
| <input type="checkbox"/> Exterior Painting (2, 3)                                     | <input type="checkbox"/> Exterior Lighting (1, 2, 3, 4)                    |
| <input type="checkbox"/> Hot Tub or Pool (1, 2, 3, 4)                                 | <input type="checkbox"/> Mailbox (1, 2, 3, 4)                              |
| <input type="checkbox"/> Fencing (1, 2, 4)  | <input type="checkbox"/> Play Equipment (1, 2, 3, 4)                       |
| <input type="checkbox"/> Retaining Wall (1, 2, 3, 4)                                  | <input type="checkbox"/> Walkway or Patio (1, 2, 3, 4)                     |
| <input type="checkbox"/> Landscaping (1, 2)   | <input type="checkbox"/> Exterior Detached Structure (1, 2, 3, 4)          |
| <input type="checkbox"/> Structural Addition or Exterior Modification<br>(1, 2, 3, 4) | <input type="checkbox"/> Other, please explain: _____<br>_____(1, 2, 3, 4) |

**Information and Attachments Required to Process Application**

1. Plot Plan with improvements shown, drawn to scale including all dimensions of proposed improvement and distances to property lines.
2. Materials List (for landscaping requests, include lists of plants to be used with locations shown).
3. Indicate color(s).
4. Provide a picture, scaled drawing or manufacturer's literature indicating overall size, i.e., length, width and height. (Top view looking down and a front/side view looking at improvement)

***Send or fax completed form and required attachments to:***

*The Glen at Grandview Property Manager  
Community Management Associates  
1465 Northside Drive, Suite 128  
Atlanta, GA 30318  
Fax: 404-835-9200*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Rev 02/2017

### **PAINING REQUESTS**

**NOTE: THE ITEMS BELOW ARE NOT ALL INCLUSIVE BUT INCLUDES PROJECT REQUESTS THAT ARE FREQUENTLY RETURNED TO THE RESIDENT FOR FURTHER DETAILS/INFORMATION. OUSE PAINT REQUESTS (MUST SUBMIT ACTUAL COLOR CHIPS FROM THE MANUFACTURER AND EXTERIOR PHOTOS OF YOUR HOME AS IS.**

<u>AREA OF HOME</u>	<u>PAIN BRAND MANUFACTURE</u>	<u>COLOR CODE FROM MAUFACTURER</u>	<u>SHEEN/FINISH (Ex: Gloss, Satin, Semi-gloss, etc.)</u>
SIDING:			
TRIM:			
SHUTTERS:			
GUTTERS:			
GARAGE DOOR:			
DOORS (FRONT AND BACK):			
ACCENTS (CROWN MOLDINGS OR			

### **FENCE REQUESTS**

- FENCE REQUESTS MUST FOLLOW SPECIFIC ARC FENCE GUIDELINES, FOUND ON THE PRESERVE HOA WEBSITE
- SUBMIT A DRAWING AS FENCE RELATES TO HOME. FENCE MUST RUN OFF BACK CORNERS OF HOUSE. PLEASE BE ADVISED THERE ARE SPECIAL GUIDELINES REQUIRED BY GWINNETT COUNTY FOR CORNER LOTS.

STYLE OF FENCE	
HEIGHT OF FENCE	
MATERIALS BEING USED FOR	
STAIN COLOR IF NOT CLEAR (we will need a stain chip/sample submitted with application	

### **PORCH/PATIOS, DECK REMODELING OR THE LIKE.**

- MUST BE SUBMITTED WITH DRAWINGS/PLANS AND SAMPLE PICTURES OF FINAL PROJECT.