



APPLICATION FOR MODIFICATION

Date: _____

Name(s): _____

Address: _____

Phone: _____

Email: _____

Estimated Start Date: _____ Estimated Completion Date: _____

******PLEASE ALLOW UP TO 10 DAYS AFTER SUBMISSION FOR REVIEW AS OUTLINED IN THE DECLARATION OF COVENANTS SET FORTH FOR THE ASSOCIATION. YOU DO NOT HAVE PERMISSION TO START THE SUBMITTED PROJECT UNTIL YOU HAVE RECEIVED WRITTEN APPROVAL.** Please see below for exterior modification categories. Check the project you are requesting for review and all supporting documentation. If the application is submitted without all the supporting documentation it could result in an **automatic denial** and will be returned as incomplete.

Check here if this request is in response or related to receiving notice of being in violation

____ **Fences:**

- Include copy of survey showing proposed fence and gate(s) in relation to property lines and home.
- Indicate proposed fence and gate locations in relation to property lines and home.
- Indicate any existing neighboring fences.
- Provide photo or internet link showing proposed fence style.
- Specify height, style and material of proposed fence.
- Specify if you plan to stain fence. If so, provide manufacturer name, color name and swatch number.

____ **Landscape / Hardscape:**

- Provide the name(s) of all plant material.
- Include photos, drawing or survey showing location of proposed changes. A survey is ideal and may be required depending on the location and changes being proposed.
- Indicate if removal of current landscaping items is part of the proposed project.
- If hardscaping be sure to submit internet links or otherwise provide specifics showing colors and style of materials.

____ **Exterior Sculpture/Water Features/ Pools:**

- Provide a description of item(s) being proposed.
- Include photos, drawing or survey showing location of proposed changes. A survey is ideal and may be required depending on the location and changes being proposed (ex: pool).
- If applicable detail colors, materials, dimensions and style.

____ **Play/Recreational Equipment:**

- Provide a photo or internet link of the requested equipment.
- Include manufacturer name, model number, style, material and dimensions.

- Provide survey or satellite view showing proposed location of equipment in relation to property lines and home.
- Specify if item will be visible from the road.
- Confirm if the item(s) are to be permanently installed.

___ **Painting & Shutters:**

- Provide photo of home showing current colors and/or shutters.
- For shutters provide internet link showing style, materials and color of proposed shutters.
- Specify if this is a proposed change in color from existing colors on home.
- Provide the paint manufacturer name, color name and swatch number. Include samples or internet link to samples.
- Specify location of proposed colors in relation to the corresponding location on the home (body, trim, shutters, front/back door, garage doors, gutters etc.)

___ **Roof:**

- Provide photo of home showing current roof.
- Specify if proposed roof color will be the same or a change from existing.
- Provide the manufacturer name, style and color of proposed roof and include brochure or internet link

___ **Structural Addition/Modification:**

- Please provide a detailed description of the addition/modification requested, survey of property, drawing/plans showing the dimensions of the request which also includes a before and after look of the project. ***Also, include all items listed under the fence, landscape, painting and roof categories if any of these items will be included in the requested project.
- Check here to confirm owner acknowledges they will be solely responsible for obtaining and meeting all the requirements set forth by the City and/or County.**

___ **Tree Removal/Addition:**

- Provide a photo showing the location and existing tree if applicable.
- Confirm if you plan to re-locate the tree or remove it permanently.
- If adding tree(s) include internet link or otherwise provide species information (max height, width, etc.)
- If adding tree(s) include the height and caliper or circumference of proposed tree(s).
- If removing tree(s) check here to confirm you have or will contact call811.com to locate any utility lines.
- If removing tree(s) check here to confirm stumps will be ground within two weeks of removal.
- Check here to confirm owner acknowledges they will be solely responsible for meeting all of the requirements set forth by the City and/or County for tree removal whether they are or are not within the community Tree Save areas.**

___ **Other:** Please provide a detailed written description of project. Please also provide a survey, drawing, photos and any other helpful information to be reviewed with the request. Providing as much documentation in advance will help in preventing an automatic denial upon submission.

Additional Comments:

IMPORTANT NOTICE: For your protection, inquire with the City, County and/or other government agency applicable regarding required permits before starting any work on your property including new construction, alterations, or additions, etc.

APPROVAL OF ANY STRUCTURE OR ARCHITECTURAL CHANGE BY THE ACC IS IN NO WAY A CERTIFICATION THAT THE STRUCTURE OF ARCHITECTURAL CHANGE HAS BEEN BUILT IN ACCORDANCE WITH GOVERNMENTAL OR COUNTY RULES OR REGULATIONS OR THAT THE STRUCTURE COMPLIES WITH SOUND BUILDING PRACTICE OR DESIGN.

Signature of Property Owner: _____

PLEASE RETURN THE COMPLETED APPLICATION TO:

Wildflower at the Village Owners Association
PO Box 162, Hoschton, GA 30548
Email: info@wildfloweratthevillage.com
Fax: 678-828-0757
www.wildfloweratthevillage.com

TO BE COMPLETED BY THE BOARD OF DIRECTORS OR DESIGNATED COMMITTEE

Date Received: _____

Date Reviewed: _____

Signature: _____

Board of Directors or Designated Committee Action:

- ____ Approved as Submitted
- ____ Conditionally Approved
- ____ Denied
- ____ Withdrawn
- ____ Returned for Insufficient Information

Comments:
