

# Walnut Grove Homeowners Association

## Architectural Control Committee -- Request for Change

Homeowner Name: \_\_\_\_\_ Date: \_\_\_\_\_

Property Address: \_\_\_\_\_ Lot No: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Occupant: Y / N

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Contractor Address: \_\_\_\_\_

Contractor's Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Proposed Start Date: \_\_\_\_\_ Proposed Completion Date: \_\_\_\_\_

Description of Proposed Change: \_\_\_\_\_

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All submittals must be accompanied by the following documentation:

- Architectural drawing, sketch or pictures
- Property survey showing location of proposed changes
- Description of materials to be used

Please print this page, fill in the required information, then scan and e-mail the complete package to: [acc@walnutgrovehoa.com](mailto:acc@walnutgrovehoa.com). Or, mail the complete package to:

Walnut Grove Homeowners Association - ACC  
P.O. Box 523  
Cumming, Georgia, 30028-0523

**IMPORTANT:** For your protection, be sure to comply with all applicable City of Cumming, Forsyth County and State of Georgia requirements regarding licenses, permits and inspections before beginning any work on your property involving new construction, alterations, modifications or additions.

Approval of any new structure or any change to an existing structure by the WGHOA ACC is in no way a certification that the structure has been built or modified in accordance with any governmental rule or that the structure complies with sound building practices or design.

Remember to allow a minimum of 30 days after submittal of this request to the ACC.

Signature of Homeowner (required): \_\_\_\_\_

ACC Review Date: \_\_\_\_\_ Approved:  Not Approved:  By: \_\_\_\_\_