

Austin Lake Architectural Change Request Information To: ALHOA Architectural Control

Committee: Homeowner Name: _____ Address: _____

Home Phone: _____ Mobile/Work Phone: _____

1. No improvement of any nature whatsoever shall be constructed, installed, altered, added to, or maintained upon any part of the property unless the plans and specifications have been approved by the ALHOA Architectural Control Committee.
2. The ALHOA Architectural Control Committee has the sole discretion to determine whether plans and specifications submitted for approval are acceptable. It is entitled to require the owner to return the property to its former condition at the owner's expense if (a) improvements commence prior to receiving approval and (b) the request is rejected.
3. Prior to the commencement of any work regarding the architectural request, the property owner shall submit to the ALHOA Architectural Control Committee the plans and specifications for the proposed improvements, including any of the following: site development plans, architectural drawings, site utility plans, grading and drainage plans, and landscaping plans. In addition, the property owner must provide a sample of each building material and/or color swatch of the material to be used prior to the approval of any request.
4. The ALHOA Architectural Control Committee will render a decision of 'approved' or 'rejected' within thirty (30) calendar days of receipt of the Architectural Change Request Form.
5. If the ALHOA Architectural Control Committee rejects the submitted plans, it will provide reasons for rejection and otherwise make reasonable efforts to aid the owner in preparing plans that will be acceptable.
6. Following approval of any plans, the Architectural Control Committee shall have the right to inspect the improvements while under construction to determine whether the approved plans are being implemented.
7. The Architectural Control Committee consists of not more than three (3) members, which has all rights, powers, and privileges granted under these provisions.
8. The Architectural Control Committee offers the following additional guidelines for architectural alterations or improvements:
 - A. All requests must be signed and submitted using the Architectural Change Request Form. All necessary drawings, sketches, etc. are to be included when submitting your request.

B. Completed forms should be addressed to:

ALHOA Architectural Control Committee

Paul Young, Chair
6215 Traymore Trace
prcy00@gmail.com
404.520.4700

Austin Lake Architectural Change Request Form Directions:

Please use the area below to describe (in detail) all proposed improvements, alterations or changes to the property. Attach sketches, drawings, pictures, catalog illustrations and/or any other information to aid the Architectural Control Committee in the approval process.

Homeowner Name: _____

Telephone #: _____

Property Address: _____

Detailed Description of Proposed Changes:

Check one of the following: Addition Replacement Alteration Other

For Decks, Porches, and other Additions:

Dimensions: _____

For Shingles, Siding, Shutters, Exterior Doors or Trim:

Existing Color: _____

New (Proposed) Color: _____

Building Materials: _____

Contractor Name (if applicable): _____

Estimated Completion Date: _____

I understand that all exterior property modifications must comply with all building codes, ALHOA Covenants, By-laws, and/or Architectural Control Guidelines. Homeowner

Signature: _____ Date: _____ Austin Lake

Architectural Control Committee Decision

To: _____

(Mark One of the Following) Request Approved Request Rejected

Architectural Committee Member Name: _____

Architectural Committee Member Signature: _____ Date:

Reason Request was Rejected (if applicable):

_____ Additional

Notes (if applicable):
