



# WALNUT CREEK HOA

## ARCHITECTURAL MODIFICATION REQUEST FORM

All exterior modifications require prior written approval from the Architectural Review Committee (ARC).

Please complete this form in its entirety and include all required documentation.

### FOR OFFICE USE ONLY

Date Received: \_\_\_\_\_

By: \_\_\_\_\_

File #: \_\_\_\_\_

### 1. PROPERTY INFORMATION

Address of Property: \_\_\_\_\_

Lot #: \_\_\_\_\_

### 2. PROPERTY OWNER INFORMATION

Name of Property Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Primary Phone: \_\_\_\_\_

Alternate Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### 3. MODIFICATION(S) REQUESTED (Check all that apply)

☐ **A. Fence** (include copy of plat with layout of fence)

Type: \_\_\_\_\_ Corner Lot: ☐ Yes ☐ No

Height: \_\_\_\_\_ Connect/Adjacent to Existing Fence: ☐ Yes ☐ No

Style: \_\_\_\_\_

Type & Height of Existing: \_\_\_\_\_

☐ **B. Storage Building** – include picture or sketch w/location, must match house.

☐ **C. Decks or Sunrooms** (Include sketch and materials)

☐ **D. Satellite Dish** (Must be placed out of view or in least conspicuous place for signal) (Example: Back Yard)

☐ **E. Structure Additions** (include set of plans, must match house.)

☐ **F. Other – Please circle and describe.**

Recreation (Materials & Location) Tree Removal Roof Alterations  
Repainting Screening Other

Description: \_\_\_\_\_

☐ **G. Construction Begin Date:** \_\_\_\_\_ **End Date:** \_\_\_\_\_

### 4. ARCHITECTURAL REVIEW COMMITTEE (ARC) REVIEW

Date Received: \_\_\_\_\_ ☐ By Mail ☐ By Fax ☐ By E-mail

Date Reviewed: \_\_\_\_\_

ARC Reviewer(s): \_\_\_\_\_

Date Responded: \_\_\_\_\_ (within \_\_\_\_\_ days of receipt)

☐ Approved ☐ Conditional Approval\* ☐ Denied\*

\* Requires explanation. See comments below.

Comments / Conditions: \_\_\_\_\_

### 5. SUBMISSION INFORMATION

Please submit this completed form with all required documentation to the address or email below.

Community Residential, Inc.  
3343 Peachtree Rd NE, Ste 426  
Atlanta, GA 30326

Office: 404-860-1294

Email: [snewsom@communityresinc.com](mailto:snewsom@communityresinc.com)

**HOMEOWNER ACKNOWLEDGEMENT:** I understand that I must obtain written approval from the ARC prior to beginning any exterior modification.

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

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