

BROOKSHIRE HOA
ARCHITECTURAL CONTROL – MODIFICATION APPROVAL

STRUCTURAL / FENCING MODIFICATION FORM

NAME _____ PHONE _____

ADDRESS _____ EMAIL _____

DATE SUBMITTED (mm/dd/yy) / / START DATE / / COMPLETION DATE / /

MODIFICATION(S) REQUESTED

Upon receipt of all of the required information, the Architectural Review Committee and the HOA Board have 30 days to return a written response to you. Any work completed prior to obtaining approval may be reversed at the expense of the homeowner if necessary and determined by the HOA board. Start and completion dates can be estimates only. If this request is not completed within 90 days of the mail date of your approval letter from Community Management Associates, your modification may be revoked and considered unapproved. You may appeal for additional time if necessary; this must be done so before the 90 days have expired and requested by mail to Homeside Properties.

MODIFICATION(S) DESCRIPTION (attach additional information if necessary)

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Attach the following information

- **Plat (For fence, depict fence location on plat relative to property and home)**
- **Description of work**
- **Estimate from Contractor**
- **Fence style requested, if tying into a neighbor's fence, a letter of their approval shall be provided as well.**
- **Screening material, style, and color requested**
- **Roof manufacturer, type and color requested**
- **Artist rendering (for structural modifications)**

DESCRIPTION OF WORK (ATTACH ADDITIONAL PAGES IF MORE ROOM IS NEEDED)

RETURN FORM TO

Nicky Chance Homeside Properties 2555 Westside Pkwy, Suite 600 Alpharetta, GA 30004
O: 678-297-9566
nicky.chance@homesideproperties.com

ARCHITECTURAL CONTROL ACTION

Date Received _____ () in person () mail () email () Fax () portal

Date Reviewed _____ Date responded _____

Reviewer(s) _____ () Approved () Disapproved* () Conditional Approval*

*Requires explanation