

COUNTRY CLUB OF GWINNETT OWNERS ASSOCIATION, INC.
MODIFICATION REQUEST FORM

NAME _____ DATE _____

ADDRESS _____ PHONE _____

MODIFICATION REQUESTED

___A - FENCES - SPECIFY MATERIALS, STYLE AND PROVIDE SKETCH

___B - LANDSCAPING - SPECIFIC DESCRIPTION AND SKETCH

___C - POOLS AND SPAS - PROVIDE TWO SETS OF PLANS

___D - RECREATION EQUIPMENT - PROVIDE TYPE AND LOCATION

___E - RE-PAINTING - PROVIDE COLOR AND MANUFACTURE (IF DIFFERENT FROM ORIGINAL)

___F - ROOFING - PROVIDE COLOR AND MANUFACTURE (IF DIFFERENT FROM ORIGINAL)

___G - SCREENING - SPECIFY MATERIALS, STYLE AND ELEVATIONS - PROVIDE TWO SETS OF PLANS

___H - STRUCTURE ADDITION - PROVIDE TWO SETS OF PLANS -

___I - STRUCTURE MODIFICATION - PROVIDE TWO SETS OF PLANS

___J - TREE REMOVAL - PROVIDE SKETCH

___K - OTHER - PROVIDE DESCRIPTION

MODIFICATION DESCRIPTION (ATTACHED ADDITIONAL SHEETS AS NECESSARY)

PROVIDE ADDITIONAL INFORMATION IF NECESSARY

DATE RECEIVED _____ DATE REVIEWED _____

DATE RESPONDED _____

___ APPROVED

___ DISAPPROVED

___ CONDITION APPROVAL

NOTE: Remember to allow at least a minimum of thirty (30) days after submissions to the ARC in writing. IMPORTANT NOTICE: for your protection, inquire with the City, County, and/or any other government agency applicable regarding required permits before starting any work on your property involving alterations, or additions (etc)

APPROVAL OF ANY STRUCTURE OF ARCHITECTURAL CHANGE BY THE ARC IS NO WAY A CERTIFICATION THAT THE STRUCTURE FOR ARCHITURAL CHANGE HAS BEEN BUILT IN ACCORDANCE WITH GOVERNMENTAL RULE OR REGULATION OR THAT THE STRUCTURE COMPLIES WITH SOUND BUILDING PRACTICE OR DESIGN.

**Submit Completed request form and required documentation to:
Country Club of Gwinnett Owners Association**

**C/O ARC Committee
P. O. Box 390848, Snellville GA 30039**