



**SPC ARCHITECTURAL MODIFICATION REQUEST**

*As stated in the Master Declaration of Covenants for SWEETPINE CREEK SUBDIVISION, the Architectural Review Committee (ARC) **must approve any modifications** to the exterior of your home, including exterior paint color). Requests for modifications (including a drawing of the proposed modification) should be submitted to the active chairperson of the ARC within the Sweet Pine Creek Subdivision. Once the committee has reviewed your requests, we will send you a letter confirming their approval or denial. **Please allow the ARC up to 30 days to process a modification form.***

**NOTE: Improvement work may not commence without written approval of your community HOA Board and/or ACC. Unauthorized improvements are subject to removal at the expense of the homeowner.**

Name:	Street Address:
Email:	Phone:
Start date:	Complete date:

**BRIEFLY DESCRIBE THE PROPOSED MODIFICATION:**

**PERSON/COMPANY TO PERFORM ACTUAL WORK:**

Company Name	Company Phone
Company Address	Contact Person

**CHECK LOCATION OF PROPOSED MODIFICATION:**

Back of House    
  Side of House    
  Patio    
  Garage    
  Other\*

\*If "Other" is checked, please describe:

**PLEASE ATTACH THE FOLLOWING:**

Sketch or copy of the project including materials and colors to be used

Plot Plan to show house location, lot lines and easement lines

**RETURN TWO COPIES OF DOCUMENTATION TO Sweet Pine Creek HOA – ARC** Action Community

Management: 3950 Cobb Pkwy NW, Ste 804, Acworth, GA 30101  
 Phone 770-222-5955 Fax: 770-222-5994 e-mail: jeffhope@acmga.com

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Homeowner's Signature Date

\*\*\*\* DO NOT WRITE BELOW THIS LINE - FOR ARC APPROVAL ONLY \*\*\*\*

Accepted    
  Denied    
 Date: \_\_\_\_\_

**COMMENTS**

**SIGNATURES** \_\_\_\_\_