

**Hillbrook Ogletree Village Homeowners' Association
ARCHITECTURAL CHANGE REQUEST (ACR)**

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Instructions:

Please complete both pages of this form in detail and submit to the Architectural Review Committee (ARC). A review meeting time will be scheduled as soon as is reasonably possible based on the availabilities of the ARC and the homeowner.

NOTE: Please remember that failure to comply with the HOVHOA Covenants or proceeding with a project that does not have the ARC approval could result in possible legal or monetary penalties. If you are unsure whether or not your project requires approval, please call 334-750-0754

Submit form to:

**Architectural Review Committee
HOV Homeowners' Association
P.O. Box 675
Auburn, AL 36831**

Date: _____

Name of Homeowner: _____

Street address: _____

Alternate Mailing address (if different from street address):

Home Phone: _____ **Cell Phone:** _____

Email: _____

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Description of Proposed Modifications:

Please include the following information:

- purpose or reason for the change
- type and color of materials to be used
- location on the property
- other information required for the ARC to evaluate the proposed change.

Exhibits and Supporting Documentation:

The following exhibits or documentation, as applicable, must accompany the ACR:

- Site-Plan: A site plan showing the location and dimensions of the proposed change(s).
- Orientation with respect to the property lines and adjacent Dwellings must be provided for decks, patios, fences, and major landscape changes.
- Drawings: Detailed drawings or plans must be provided for decks, covered patios, increase in the living space of a Dwelling, and major landscape changes.
- Finish materials: A description or sample of all finish materials to be used for the exterior surface of the proposed change.
- Paint and stain: A sample of the color(s) to be used for repainting or re-staining existing paint colors or stains on the Dwelling.
- Other exhibits: Other exhibits may be required for the ARC to evaluate the ACR.