

RCCA (River Cove and River Cove Meadows) ARCHITECTURAL MODIFICATION REQUEST FORM

Architectural Control Committee (ACC)

rcca966@gmail.com

Owner (Applicant): _____

Property Address: _____

Mailing Address (if different than above): _____

Phone Numbers: (h) _____ (w) _____ (c) _____

E-mail Address: _____

GENERAL DESCRIPTION OF PROPOSED WORK

Anticipated Start Date: _____ Anticipated Completion Date: _____

- Painting Outbuildings/Barns/Sheds Decks, Patios & Driveways Fencing-Recreational Equipment/ Pools permit issued by Newton Co.
- Landscaping Fencing Roofing
- Horse enclosures Additions Other
- Detached Garage

Description of Project: _____

Please make sure you attached/included the following information as applicable to your project:

- This completed Architectural Modification Request Form. **Including signature below and the Owner Acknowledgment notice on page 2.**
- A description of the project, including height, width and depth, roofing materials, colors, landscaping, etc.
- A complete materials list of the project, including paint samples and/or stain color
- A picture or drawing of the intended/existing project (sketches, clippings, catalog illustrations and other data or line to websites)
- A site plan showing the location of the house along with any other structures on your lot and the proposed structure (including dimensions from the property line or other structures)

Please scan and email the fully completed Architectural Modification Request Form and supporting documents to:

rcca966@gmail.com

For RCCA Use Only:

Date Submission Received: _____

- APPROVED APPROVED W/STIPULATIONS RESUBMIT DENIED-INSUFFICIENT INFORMATION

Stipulations: _____

RCCA Signature: _____ Date: _____

RCCA Signature: _____ Date: _____

Inspected to Approved Standard: Initials: _____ Date: _____

Owners Acknowledgements:

I understand:

- No work on this request shall commence until I have received approval from the ACC Committee.
- Any construction or alteration to the subject property prior to approval of the ACC is strictly prohibited. If I have commenced or completed any construction or alteration to the property and any part of this application is disapproved, I may be required to return the property to its original condition at my own expense. If I refuse to do so and RCCA incurs any legal fees related to my construction and/or application, I will reimburse the RCCA for all such legal expenses incurred.
- Any approval is contingent upon construction or alterations being completed in a neat and orderly manner, and proper permits from Newton County.
- There are architectural requirements covered by the Covenants and a board review process as established by the Board of Directors.
- All proposed improvements to the property comply with city, county, state and local codes. I understand that applications for all required building permits are my responsibility. Nothing herein shall be construed as a waiver of modification of any codes. My signature indicates that these standards are met to the best of my knowledge
- Any variation from the original application must be resubmitted for approval
- If approved, said alteration must be maintained per the Declaration of Covenants for the River Cove and RCCA.
- This alteration will not detrimentally affect the proper drainage of any common areas or surrounding lots. I will be responsible at my expense to correct any drainage problems to such areas that may occur as a result of this work or alteration.
- I acknowledge and agree that the Committee and RCCA assume no liability resulting from the approval or disapproval of any plans submitted. The Committee and RCCA assume no liability and make no representations regarding the adequacy or quality of any submitted plans or whether such plans comply with any or all governing authority requirements.
- I agree to grant RCCA accesses to property at any reasonable hour to inspect for compliance issues.
- It is the duty of the owner and the contractor employed by the owner to determine that the proposed improvement is structurally, mechanically and otherwise safe and that it is designed and constructed in compliance with applicable building codes, fire codes, other laws or regulations and sound practices. RCCA and the ACC Committee and any employee or member thereof, shall not be liable in damages or otherwise because of the approval or non-approval of any improvement.
- All improvements approved by the ACC must be started within 6 months from the date of approval. All work approved by the ACC shall be completed within 90 days of commencement. After completion, each request will be subject to approval by members of the RCCA Board of Directors (BOD) or ACC for compliance.

I certify that the above information is an accurate representation of the proposed improvements and that the work will conform to applicable codes, covenants and standards. I also certify that the improvements will be completed in accordance with the approved application. I understand that construction is not to begin until approval has been received from the ACC Committee.

Owner/Applicant Signature: _____ **Date:** _____

Co-Owner/Applicant Signature: _____ **Date:** _____

Informational Addendum:

APPLICATION: The Application must be accompanied with necessary documents, photos, drawings, brochures, and any other information necessary to present to the ACC. Property owners must sign the applications. **Modifications are not permitted to commence until the request as been approved by the ACC.**

REVIEW PROCESS: The standards for approval of all requests shall include, but not limited to: (1) aesthetic consideration; (2) materials to be used; (3) compliance with the design standards adopted by the ACC; (4) harmony with the external design of the existing dwellings, lots and structures surrounding the dwelling; (5) any other matter deemed to be relevant by the ACC.

TIME FRAME: Completed submissions will be processed within 30 days of ACC acknowledgment by email. Time frame will be extended if ACC request additional information.

APPEALS: The association allows appeals of an ACC Commission decision. Appeals must be submitted in writing to the ACC/BOD in accordance with the associations governing documents.