

# Property Modification Approval Request-Architectural Review

## Hampton Cove Owners Association

Mail: 180 Old Hwy 431 Suite F. Owens Cross Roads, Al 35763

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Date Received by HCOA: \_\_\_\_\_ Staff Initials: \_\_\_\_\_ Subdivision / Lot # \_\_\_\_\_

**Plan ahead.** Per the covenant the ARC Committee has **45 days** to review your submission. Note: A "property modification" may be defined as any changes/additions/modifications affecting the "exterior" of your property or any accessory structure or building such as pool house, gazebo, outdoor kitchen, arbors or seawalls, landscaping beds, trees or other landscape modifications etc. Please see the covenant at [www.hamptoncove.com](http://www.hamptoncove.com) and the supplemental declarations that apply to your particular lot before making your plans.

**The following must be attached if applicable: Double check to be sure you have everything-incomplete submissions will not be approved.**

- Site plan with location of the proposed structure showing placement on the lot, setbacks and relationship to existing house. (plat) Plans must be detailed with all measurements clearly marked and all materials clearly labeled.
- Front, Side and back elevations showing dimensions/ roof pitch/height/square footage, for pools, etc also.
- List/label all materials of construction with colors/ if same as house specify "same"
- Copy of city permit (you are in the City of Huntsville & must have a building permit- Inspection Dept. Phone # is: 427-5331)

Name: \_\_\_\_\_ Cell # \_\_\_\_\_ HM#: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_  
Hampton Cove, Al 35763

Contractor: \_\_\_\_\_ Cell# \_\_\_\_\_

Description of Modification: \_\_\_\_\_

**Date of Completion:** \_\_\_\_\_

*"My signature indicates I understand the HCOA has **45 days**, and if I proceed without approval I may experience a fine."*

\_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Homeowner's signature-signing gives us approval to go on your property if needed for assessment

### HCOA-ARC Use only

Approved: \_\_\_\_\_

Signatures: \_\_\_\_\_

Denied: \_\_\_\_\_ Signatures: \_\_\_\_\_

Comments: