

Somerset at Henderson Village Homeowners Association, Inc.

Application for Exterior Update/Modification

***YOU MUST SUBMIT THIS APPLICATION EVEN
IF YOU DO NOT CHANGE THE EXTERIOR COLOR
OF YOUR HOUSE OR ROOF.**

Date _____

Homeowner's Name _____

Property Address _____

Phone _____

Email _____

Estimated Start Date _____ Estimated Complete Date _____

Requested Update/Modification - See Instructions

Minor

☐ ***Paint House – same color**

☐ ***New roof – same color**

☐ **Arbor/Gazebo**

☐ **Landscaping**

☐ **Statuary**

☐ **Basketball Hoop**

☐ **Play Equipment**

☐ **Change of Roof Color**

☐ **Change of House Color**

☐ **Change of Shutters/Door Color**

☐ **Other**

Moderate

☐ **Deck**

☐ **Fence**

☐ **Driveway**

☐ **Retaining Wall**

☐ **Other**

Major

☐ **Addition**

☐ **Shed**

☐ **Siding**

☐ **Windows**

☐ **Other**

Permission is hereby granted for members of the Architectural Control Committee and Somerset Homeowners' Association Board Members to enter the property to make reasonable observation and inspection of the modification request and completed project.

Homeowner Signature: _____

Please allow a maximum of 30 days for a modification review. **Modifications are NOT permitted to be started prior to approval.**

Somerset Architectural Control Committee Use

Received _____ **Reviewed** _____ **Completed Review** _____

Application Approved _____

Application Denied _____

Exterior Update/Modification Instructions

The Architectural Control Committee of Somerset at Henderson Village Homeowners Association, Inc. requires that all necessary documents be received before your application can be processed. If the application is incomplete, it will be returned for your corrective action.

1. The Association assumes no responsibility for verification of property lines, or the quality of the materials or workmanship that you employ.
2. Enclose the following with your application:
 - A. A site plan, if applicable, drawn to scale, showing the exact location of the proposed modification in relation to your property lines.
A state of Georgia registered survey plat may be required. Existing improvements, e.g. fences, decks, walkways, driveways, etc. must be indicated. No modification to the site plan will be reviewed without an existing site plan.
 - B. A brief description of the modification, drawings, exterior elevations, floor plan, all dimensions, details of the materials being used, pictures, catalogs, color samples, if applicable, must be included.
 - C. If requesting change of house, roof, shutter, door color, you will need to submit color samples along with your request.
3. Any necessary building permits and building code information must be obtained from the Alpharetta Building & Inspections department. <http://www.alpharetta.ga.us/> The Association is not responsible for obtaining any permits or for enforcing the building codes. Current Alpharetta policy requests that you submit the approved **Request for Exterior Update/Modification** when requesting a City of Alpharetta Building Permit.
4. You may mail the modification package to:
Somerset HOA ACC
PO Box 176
Alpharetta, Georgia 30009

Or email: contactus@silverleafmanagement.com