

# Taylor's Trace Homeowners Association

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P.O. Box 831 • Rex, GA 30273

## TAYLOR'S TRACE MODIFICATION APPROVAL FORM

- DATE \_\_\_\_\_  
Must be submitted at least thirty days (30) prior to desired start date.
  
  - NAME: \_\_\_\_\_
  
  - ADDRESS: \_\_\_\_\_
  
  - PHONE: \_\_\_\_\_
  
  - EMAIL: \_\_\_\_\_
  
  - Please comply with the Protective Covenants when making a modification request.
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- A. **REPAINTING** - Requires paint manufacturer and color samples. Will not be considered without paint chip.
  
  - B. **SCREENING** - Specify mat, style and elevation.
  
  - C. **STRUCTURE MODIFICATION** - Requires a complete set of plans from contractor.
  
  - D. **STRUCTURE ADDITION** - Please submit complete set

of plans from contractor.

- E. RECREATIONAL EQUIPMENT - Kind and location preferably with pictures.
  - F. ROOF MFG - And color.
  - G. TREE REMOVAL - Only dead, diseased, or trees that are a safety concern will be considered for approval and you must provide a sketch.
  - H. OTHER - Appropriate description and plans.
- To expedite the process please be sure to include diagrams, photos, or illustrations.

**DATE RECEIVED** \_\_\_\_\_

**RECEIVED BY** \_\_\_\_\_

IN PERSON  MAIL  FAX

**DATE REVIEWED** \_\_\_\_\_

**DATE RESPONSE** \_\_\_\_\_ **(WITHIN 30 DAYS)**

APPROVED  CONDITIONAL APPROVAL \*  DISAPPROVED

\*REQUIRES EXPLANATION

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

## **MODIFICATION DESCRIPTION**

HOMEOWNER WILL BE CONTACTED BY PHONE OR BY MAIL UPON  
APPROVAL AND ALL PAPER WORK WILL BE KEPT FOR HOA RECORDS

Policy File  
Last edited on 9/30/2009

SIGNATURES \_\_\_\_\_