

**KING VALLEY
AT VININGS**

ACC Request Form

The ACC must approve any exterior change to your home before you begin work. In order to get that approval, you must complete this form, submit it with any supporting pictures or plans, and e-mail it to the Property Manager Jodi Phillips (JPhillips@teammgt.com). The ACC does have UP TO 45 days to render a decision.

Name: _____
Address: _____
Phone Number: _____
E-mail Address: _____

Type(s) of Modification

(Check all that Apply)

Landscaping	_____	Deck/Porch/Gazebo	_____
Tree Removal	_____	Retaining Wall	_____
Fence	_____	Irrigation/Drainage	_____
Roof	_____	Driveway/Walkway	_____
Other	_____		

Have you read the ACC Guideline(s) for the project(s) in this Request? _____

Please describe the modification(s) that you would like to make:

Attachment Checklist

Have you attached the following things to this Request? (Check all that Apply)

Plans/drawings of the proposed change(s) _____

* Pictures/links/brochures showing proposed change(s) _____

* Pictures of the area(s) you want to change _____

*** = Required for every Request**

Important Notes

- ACC approval is **NOT** a substitute for getting required permits. You or your contractor **must** pull all required permits before beginning work.
- ACC approval is **NOT** a substitute for complying with local ordinances. You **must** comply with all local ordinances.
- ACC approval does **NOT** mean your project is sound from a structural or engineering perspective. You **must** ensure your project is sound. ACC review is based only on aesthetics and compliance with the Guidelines.
- You grant the ACC permission to enter your property, if necessary, to inspect the proposed change(s).