

Highland Ridge Architectural Control Committee

ACC Application for Exterior Modifications

Name: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Contractor Name/Phone/Email: \_\_\_\_\_

Are you the homeowner of the property located at the address indicated above? Yes \_\_\_\_ No \_\_\_\_

**Instructions: Please submit this application form and applicable attachments prior to beginning any work. You are responsible for satisfying any requirements of the City of Prattville for the proposed work, including zoning, water, building, and fence permits, or any other permit or permission required by the City of Prattville. The HOA application only applies to the requirements of the Highland Ridge Homeowners Association Architectural Control guidelines and site standards, and covenant. Submissions will be reviewed according to the declarations of Covenants & Restrictions and current ACC guidelines. You will be notified upon approval. Do not begin any work prior to ACC approval.**

Email, fax, or mail ACC application to [HOA@partnersrealty.info](mailto:HOA@partnersrealty.info) fax: 334-239-7014 or mail to Partners Realty 12 W. Jefferson Street, Suite 200 Montgomery, AL 36104

**Proposed Exterior Improvement:**

- Privacy Fence
- Deck orPorch
- Patio, Sidewalk or Driveway Extension
- Accessory Building (Storage Shed, Gazebo)
- An addition to the main dwelling
- Roof
- In-Ground Pool
- Other \_\_\_\_\_

**Description and Dimension of Project:**

Height: \_\_\_\_\_ Length: \_\_\_\_\_ Width: \_\_\_\_\_

Color of Project: \_\_\_\_\_ Location: Front, Back, Other: \_\_\_\_\_

**Construction Materials:**

- Aluminum, Wood or Vinyl Siding
- Shingles or Roofing Material
- Asphalt or Non-Concrete Surfacing Material

**Attachments to Application:**

- Elevation Diagram showing dimensions (storage building, or gazebo)
- Lot site plan showing the location of structures/ fence

- Any areas marked as an easement on the plat
- A photo of the location and the addition, modification, or renovation you are requesting
- Paint color samples for trim, siding, and doors

**Special Notes:**

- **Construction work may not interfere with any drainage, utility, or easement access**
- **Homeowners are responsible for obtaining approval from the ACC for contractors to gain access through common HOA Property.**
- **Homeowners will be financially responsible for any damage to landscaping, systems, or other items located on common HOA property.**
- **Additional information may be found in the Highland Ridge Homeowners Association Architectural Control guidelines and site standards.**

The following actions have been taken on your request:

- Approved as submitted
- Approved with conditions
- Denied
- Denied due to incomplete request

Reason for denial or condition approval:

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Date \_\_\_\_\_

ACC Member Signature \_\_\_\_\_

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Partners HOA Repersenative \_\_\_\_\_

**Notice: This approval is for the submitted plan reviewed by the Architectural Control Committee. If construction is carried out differently than the submitted plan, then the committee reserves the right to have the construction altered or removed to ensure that ACC guidelines, site standards, and covenants are adhered to by the homeowner.**

**Revised April, 3, 2021**

