



Homeowner's Association Inc.
4130 McEver Woods Drive Acworth, GA 30101
mceverwoods@gmail.com www.mceverwoodshoa.com

The Declaration of Protective Covenants is a blueprint for the McEver Woods community. The document was created by the original developers and is subject to modification by the McEver Woods Homeowner's Association. **The McEver Woods Architectural Review Board** is a volunteer group appointed by the McEver Woods Homeowner's Association Board of Directors. The purpose of the Architectural Review Board (ARB) is to approve proposals or plans and specifications that it deems will not be detrimental to the appearance of McEver Woods as a whole, and that the appearance of any property affected thereby will be in harmony with the surrounding structures and is otherwise desirable. **Any additions or alterations to the exterior of your property require submittal of your proposal or plans to the ARB for review and approval before proceeding with any work** (see Declaration of Protective Covenants, section 6).

Submittal Procedure/Requirements- Submit completed form and where applicable, samples of materials, colors to be used, site plan, elevation plan, landscape plan, sketches, brochures or other appropriate documentation to the address listed above.

Homeowner's Name: _____ Lot: _____
Address: _____ Phone: _____
City, State, Zip: _____ Email: _____

Company performing work: _____ Contact: _____
Address: _____
City, State, Zip: _____ Phone: _____

Type of work to be done (check box(es) then describe below):

- ☐ Yardwork / Curbing (indicate design and color).
- ☐ Fencing (provide site survey) – style acceptable shall be harmonious with other fences in the community and of wood structure.
- ☐ Mailboxes (must be white in color and of a style in accordance with others in the community).
- ☐ Painting, when significant color change from existing color(s) is desired (submit exterior color sample palette and description of usage, specifically wall color, trim color, etc.).
- ☐ Patio Additions (submit sketch showing location) (NOTE – permits and additional requirements may apply).
- ☐ Decks (submit sketch showing location) (NOTE – permits and additional requirements may apply).
- ☐ Playground Equipment (submit illustrated, descriptive materials and location plan).
- ☐ Roofing (sample of material and color required).
- ☐ Screen Enclosures, Sunrooms (submit plans indicating color, style and location), or garage door opening screen panels.
- ☐ Other (all other exterior changes not listed above – describe fully).

Note: Our community is in the City of Kennesaw. It is recommended to reach out to the city to see if a permit is required.

Description of work:

The ARB reserves the right to request additional information or materials as are deemed necessary to help it reach approval decision or rejection of project request. Please be advised that in addition to ARB approval, some of the work listed above may require city permits, inspections, and shall be subject to all applicable government laws, statutes, ordinances, rules/regulations, orders and decrees.

It is strongly recommended for the owner's protection and the safety of others in the community, that all work be performed by licensed and insured contractor(s).

Processing of ARB request will take 2-4 weeks. Please allow sufficient lead time for your project's review by ARB. **No work may be scheduled until written ARB approval is received.** Any work performed without approval will be subject to fines and may also require removal of the work and restoration of property to its prior condition.

ARB Approval (Do Not Write In This Space):

Date Received: _____ Approved By: _____