



ARCHITECTURAL CONTROL COMMITTEE

### SUBMISSION FORM

This checklist must be submitted to The Alston Park Architectural Control Committee (ACC), with the items listed below, before any modification can be made to the exterior of any lot or home in Alston Park. (See Article VI in the Protective Covenants.)

- A Check for \$100 made payable to Alston Park Home Owners' Association, Inc. \$75 of this will be refunded after final acceptance of the completed modification.
- A site plan of the lot and home showing the modification with dimensions. *(A site plan was included in your closing documents.)*
- If it is a modification to the existing home submit a detailed set of to scale plans showing plan view and all elevations along with colors and materials to be used on the exterior..
- If the modification is landscaping, a detailed plant list, with quantities and sizes of plantings.
- If you are planning to add a fence, you can get a copy of the pre-approved fence drawings at the sales office. *(We strongly recommend that the fence be held 12" inside the actual property line.)*
- For play equipment, (swingsets, playhouses, etc.) submit a color brochure from the manufacturer. *(Homemade structures will not be approved.)*

Completed submission packages can be submitted to the sales office. Allow at least 30 days for review. No work should commence without written approval from Alston Park ACC.

Owners' name: \_\_\_\_\_ Street Address: \_\_\_\_\_  
 Lot No. \_\_\_\_\_ Type of modification: \_\_\_\_\_ Date: \_\_\_\_\_  
 Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Work Phone : \_\_\_\_\_

DO NOT WRITE BELOW THIS LINE. TO BE COMPLETED BY THE ARCHITECTURAL CONTROL COMMITTEE

- Approved as submitted.
- Approved with corrections as noted below.
- Declined for reasons noted below.

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Please mail completed form along with your check to:

Alston Park Property Owners Association  
 P.O. Box 23376  
 Hilton Head Island, SC 29925