



# Johns Creek Phase II Homeowners Association Request for Home Improvement - Architectural Review Application

(PLEASE ATTACH A COPY OF ALL PLANS)

The Architectural Control Committee may take up to 30 days to review any request

Date: \_\_\_\_\_

Estimated Completion Date: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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

Contractor Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Instructions:** Place an X next to the type of modification you are requesting. Documentation to include plot plan (survey), diagram, location of improvement, colors, materials used and narrative if necessary to explain your request. **All documentation and fee MUST accompany this form, or your request will be denied until all information is received.** Submission of this form indicates consent to grant access to lot for inspection of any improvements. Mail the request, surveyed site plan, and supporting documentation to:

**Vesta Property Services, 200 Business Park Circle, Suite 101, St. Augustine, FL 32095 or email to [cworden@vestapropertyservices.com](mailto:cworden@vestapropertyservices.com). Please call us with any questions 904-747-0181.**

The covenants allow 30 days to process your requests. If you have any questions for the ACC, please call us with questions 904-747-0181. For further information on guidelines and covenants, please visit the Johns Creek resident portal (<https://engage.goenumerate.com/s/johnscreekphase2/>) or Brandy Creek CDD website.

<p><b>PLEASE NOTE THERE IS A \$25.00 NON-REFUNDABLE FEE FOR THIS CATEGORY</b> (Checks made payable to Johns Creek Phase II HOA)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Fence</b> Section 510 ACG for JC2 Guidelines</li> <li><input type="checkbox"/> <b>Detached Structures</b> Section 509 ACG for JC2 Guidelines</li> <li><input type="checkbox"/> <b>Swimming Pools, Spas</b> Section 514 ACG for JC2 Guidelines</li> <li><input type="checkbox"/> <b>Screened Enclosures</b> Section 507 ACG for JC2 Guidelines</li> <li><input type="checkbox"/> <b>Driveway Resurfacing</b> Section 400 ACG for JC2 Guidelines</li> <li><input type="checkbox"/> <b>Hardscape</b> Section 400 ACG for JC2 Guidelines</li> <li><input type="checkbox"/> <b>Other</b> _____ _____ _____ _____</li> </ul>	<p><b>NO FEE FOR THIS CATEGORY</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Landscaping</b> Adding a new planting bed, any tree addition or removal, any additional irrigation Section 400 ACG for JC2 Guidelines</li> <li><input type="checkbox"/> <b>Recreational Structures</b> Section 511 ACG for JC2 Guidelines</li> <li><input type="checkbox"/> <b>Any structural correction to the residence</b> Section 102 ACG for JC2 Guidelines</li> <li><input type="checkbox"/> <b>Any additions, relocation and/or color and/or materials change to the existing residence in the following areas:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Roofing</b> Section 102 ACG for JC2 Guidelines</li> <li><input type="checkbox"/> <b>Gutters</b> Section 400 ACG for JC2 Guidelines</li> <li><input type="checkbox"/> <b>Exterior Walls and Wall Color</b> Section 502 &amp; 503 ACG for JC2 Guidelines</li> <li><input type="checkbox"/> <b>Solar Panels</b></li> <li><input type="checkbox"/> <b>Windows</b> Section 504 ACG for JC2 Guidelines</li> <li><input type="checkbox"/> <b>Garages</b> Section 505 ACG for JC2 Guidelines</li> <li><input type="checkbox"/> <b>Doors</b> Section 506 ACG for JC2 Guidelines</li> <li><input type="checkbox"/> <b>Air Conditioning Compressors - location change</b> Section 512 ACG for JC2 Guidelines</li> </ul> </li> </ul>
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Please briefly describe the project below: (If you require more space, please attach an additional sheet to this form):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ALL Applications must be complete and submitted with payment and supporting documentation. Incomplete applications will not be accepted/submitted for review.**