

BRIGADOON



Revised: February 2014

**Brigadoon Owners Association (BOA) Architectural Control Committee (ACC)  
Exterior Alteration and Modification Request**

Brigadoon Owners' Association Architectural Control Committee  
9230 Brigadoon Drive Athens, AL 35611 email: acc@brigadoonowners.com

Exterior Alteration and Modification Request Plans must be submitted with a minimum of thirty (30) days lead time prior to planned work commencement.

Date Received by ACC: \_\_\_\_\_ Receiving ACC Member: \_\_\_\_\_

Member/Owner(s) Name: \_\_\_\_\_ Email: \_\_\_\_\_

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

Mailing Address if Different: \_\_\_\_\_

Phone: Home (\_\_\_\_) \_\_\_\_\_ Work: (\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_

**PROPOSED ALTERATION**

Provide a Detailed Description of the Proposed Alteration (i.e., dimensions, materials, dimensions, color, etc.). Use additional pages/space as needed.

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

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

Attach a picture or drawing of the proposed alteration and a photocopy of your House Location Survey (Plat Map) which you received at closing/settlement. For paint requests include a color swatch. For siding or other structural materials please provide samples. Indicate the location of the proposed alteration on the plat. These submissions will be kept in the ACC files for future reference and will not be returned. It is the responsibility of the property owner to comply with codes, covenants, regulations and restrictions concerning the proposed alteration. Nothing herein contained nor in subsequent approvals shall construe that the alteration to land or structures in accordance with these plans is allowed to violate any of the provisions of the Covenants, to which the above property is or may be subject. Further, nothing herein contained nor in subsequent approvals shall be construed as a waiver or modification of any said restriction.

Builder/Contractor:

Name (if known): \_\_\_\_\_ Phone Number: \_\_\_\_\_ email: \_\_\_\_\_

Alabama Home Builders License Number: \_\_\_\_\_

**SITE PLAN**

A site plan must accompany the plans if fill material is either added or removed from the site, retaining walls are part of the plan or when large excavation is planned. If changes to the environment, topography, or landscape are involved a site plan is required to be submitted.

**ACC REQUIREMENTS**

- Landscaping plans must be submitted to the ACC for approval before landscaping work begins. Landscaping must be completed no more than six months from construction completion.
- The topography of any lot cannot be modified that will have a detrimental effect on respect to drainage or affect adjoin lots. Drainage across property lines shall not exceed that which existed prior to grading. Excess or concentrated drainage shall be contained on site or directed to an approved drainage facility. Erosion of the ground in the area of discharge shall be prevented by installation of nonerosive down drains or other devices. (2009 International Building Code J109.4)

- A waste dumpster and a portable restroom must be available at the location during the construction. (Covenant V)
- Debris cannot be incinerated and must be transported and discarded outside of the subdivision. (Covenant V)
- Building site entry stabilization must be put in place such as stone or gravel and comply with EPA best practices to prevent tracking of material onto roadways. Tracking of any materials off the site and onto the roadways will be immediately cleaned up. (Covenant V)
- Silt fencing must be installed and comply with EPA best practices to prevent silt run off and to catch any loose debris as well as trash/construction waste. All loose debris will be controlled and cleaned up promptly. Any debris leaving the site will be cleaned up immediately. (Covenant V)
- Boat House/Dock design and placement must be approved by the ACC, TVA (permit required) and the Army Corp. of Engineers (permit required) prior to construction.
- Note: TVA has absolute control of anything below the 560 mark.
- ACC approval required before cutting established trees or foliage above the 560 line; anything below the 560 mark requires TVA and ACC approval.
- The members/owner(s) are fully responsible for all contractors and sub-contractors control and performance.
- The members/owner(s) are responsible to ensure that his/her builder/contractor is in compliance with current codes.
- The members/owner(s) are responsible for ensuring that the builder monitors the site daily once excavation and/or construction has commenced.
- All current building codes, rules, laws and regulations shall be followed and complied with.

**ACKNOWLEDGMENT AND ACCEPTANCE**

Upon written approval by the Brigadoon Owners Association (BOA) Architectural Control Committee (ACC) I/we the property members/owner(s) of record \_\_\_\_\_ and \_\_\_\_\_ acknowledge receipt and comprehension of the Brigadoon Owners Association covenants applicable to the property referenced on this form. I/we understand as members/owner(s) I/we are responsible to ensure conformance to requirements, codes, restrictions, covenants, easements and property lines. The ACC must approve the plans, placement on the lot and all other accessory structures on the lot, so as to conform to the adjoining homes and easements. Further, we acknowledge that we will follow all the prescribe covenants and placement unless a written variance is provided by the ACC. I/we, hereby, acknowledge that we have made our builder/contractor aware of the covenants and that our builder/contractor \_\_\_\_\_ agrees he/she will comply and ensure that all his/her subcontractors are held in compliance. In the event of compliance issue the members/owner and builder will be notified of the issue and a stop work order will be issued until the issue/situation is remedied to the satisfaction of the (ACC). Any variations to the submitted plans, site location or other covenant issue will result in a stop work order will be issued until the issue/situation is remedied to the satisfaction of the (ACC).

**MEMBERS/OWNER(S) SIGNATURE ACKNOWLEDGING RECEIPT OF AND ACCEPTANCE OF COVENANTS AND COMPLIANCE WITH ABOVE STATED REQUIREMENTS.**

\_\_\_\_\_ Date \_\_\_\_\_  
 \_\_\_\_\_ Date \_\_\_\_\_

**ACC COMMENTS/DIRECTIONS TO OWNERS**

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

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**ACC APPROVAL (Three signatures required)**

Signature \_\_\_\_\_ Date \_\_\_\_\_ email approval on file   
 Signature \_\_\_\_\_ Date \_\_\_\_\_ email approval on file   
 Signature \_\_\_\_\_ Date \_\_\_\_\_ email approval on file

Additional information such as documents, forms, covenants, etc. are available on the website <http://www.brigadoonowners.com>.

One original copy of this form will be provided to members/owner(s) and one original retained by ACC and the Brigadoon Owners Association Board of Directors will be notified.