



ACC Covenant Correspondence

Step 1 to be completed by the Member:

Date _____

Print name of Member submitting the form

Print email Address

Print Member's Address (City/State/Zip only if mailing address is outside of association)

Circle the reason for this submission: New Construction / Replacement Construction / Grievance Issue

Property address this submission concerns: _____
(Only if different from Member's address above)

Provide the detail plans/scope of work; or the grievance/complaint issue: (attached if necessary)

Return completed form to:
Maplewood Community Association
PO Box 15816
Fort Wayne, IN 46885

Signature and Date

Print the best phone number for questions

No approval of any plans by either the ACC or the Association shall be construed to mean that the plans comply with any applicable law, building code, or governmental regulation, it being the responsibility of the Person submitting any plans to assure compliance with all applicable laws. Conversely, the issuance of a building permit or any approval from any governmental authority shall not, under any circumstance, constitute any evidence that construction of a Structure complies with the terms and conditions contained in the Covenant's Declaration or the Design Guidelines. The Association and members of the ACC shall have no liability for decisions made by them

ACC Covenant Correspondence

Step 2 to be completed by the Architectural Control Committee (ACC) / Board of Directors:

Are the Member's provided details allowable under the covenants?

Yes - approve and return to Member Yes - with attached changes discuss w/Member

No - contact adjacent property owners for a requested variance option No - no variance allowed

		yes/allow	no/disallow
Property Address	Owner Signature	adjacent property owner to circle one	
		yes/allow	no/disallow
Property Address	Owner Signature	adjacent property owner to circle one	
		yes/allow	no/disallow
Property Address	Owner Signature	adjacent property owner to circle one	
		yes/allow	no/disallow
Property Address	Owner Signature	adjacent property owner to circle one	
		yes/allow	no/disallow
Property Address	Owner Signature	adjacent property owner to circle one	

Step 3 Resolution by Architectural Control Committee (ACC) / Board of Directors:

Submission APPROVED _____
 Signature of Authorized Representative Date

Submission APPROVED _____
 Signature of Authorized Representative Date

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