



Butler Creek Home Owners Association, Inc.  
PO Box 440956  
Kennesaw, GA 30160

Date of Request: \_\_\_\_\_

Home Owner(s): \_\_\_\_\_

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

Best Phone number to contact: \_\_\_\_\_

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

**Type of Project: (Check all that apply)**

- Exterior Painting of house, doors shutters, fence, etc. (only required for change from existing color)
- Roofing work, other than repairs (replacing whole roof etc.)
- Landscaping - Trees, shrubs, grass, etc., planting and/or removals (trees over 3' high and 18" in diameter)
- Retaining Wall Installation/Removal/Change
- Fence Installation/Removal/Change
- Storage Shed, Dog House, Tree House, etc., Installation/Removal/Change
- Recreational Equipment (ex: Basketball Goal), or Playground Equipment installation/Removal/Change
- Driveway/Sidewalk Installation/Removal/Change
- Structural changes to primary structures (Sunrooms, decks, porches, etc.)

Detailed description of Request: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Material to be used: \_\_\_\_\_  
\_\_\_\_\_

Area of property affected:       Front                       Side                       Back

Who will perform the work:  Homeowner                       3<sup>rd</sup> Party Contractor (must provide copy of insurance)

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

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

Signature of Homeowner: \_\_\_\_\_

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

**Please return this form to the HOA board for approval.**