



Architectural Control Committee (ACC)
Property Alteration Request

Changes to the exterior of your home -- including but not limited to your roof, windows, doors, paint color, driveway, fence, yard, mailbox, etc. -- require approval from the Architectural Control Committee (ACC). Please complete an ACC request form before any alterations are made. Email it directly to the ACC at CoquinaPointHOAacc@gmail.com or mail to Coquina Point HOA, P.O. Box 730921, Ormond Beach 32173. Please allow at least 2 weeks for a decision. It is your responsibility to contact the City to obtain any necessary permits. As always, please consult the Covenants & Restrictions for further details as to what type of alterations require ACC approval.

DATE: _____ HOMEOWNER: _____

ADDRESS: _____

PHONE: _____ [] mobile [] office [] home (please check) EMAIL: _____

Describe the proposed changes/alterations to the property (if the extent of the changes merit it, attach construction plans, survey, photos, color samples, etc.). Does the project require a permit? [] Yes [] No

Expected completion date: _____ Owner Signature: _____

===== Homeowners: Do Not Write Below This Line =====

The Coquina Point Home Owner's Association ACC has considered the above request and it is:

APPROVED [] NOT APPROVED [] Date: _____

Reason for Not Approving: _____

ACC Representative

CPHOA President

Office Use:

Date Project Completed: _____