

**Hinson Management, Inc.**  
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**Kingsley Park Architectural Committee Request**

Homeowner: \_\_\_\_\_  
Date: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
Phone #: (home) \_\_\_\_\_ (work) \_\_\_\_\_

**Category of Improvement**

Check one or more categories:

\_\_\_\_ Landscaping  
\_\_\_\_ Fence/Wall  
\_\_\_\_ Satellite Dish  
\_\_\_\_ Patio  
\_\_\_\_ Other \_\_\_\_\_

Checklist/Items AC will need to proceed with request:

Please refer to covenants regarding your request

\_\_\_\_ Site plan (included in your closing documents)

\_\_\_\_ Indicate location of exterior improvements on site plan

\_\_\_\_ Grading/Landscaping Plan

\_\_\_\_ Include photo, brochure, or sketch of improvement

\_\_\_\_ Clear, concise written description

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

\_\_\_\_ Material listing (including colors, etc)

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

\_\_\_\_ Fence

Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

**APPROVAL:** \_\_\_\_\_

Date \_\_\_\_\_

**DENIED:** \_\_\_\_\_

Date \_\_\_\_\_

Notes: \_\_\_\_\_

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

Response to request within 30 days