

Paradise Meadows POA, Inc.

**Architectural Control Advisory Committee
Request for Property Modification**

Lot: _____

Property Address: _____

Property Owner: _____

Mailing Address: _____

Telephone: _____

Email: _____

Project Start Date: _____

Project Completion Date: _____

Applicable deed restrictions read?	Yes	No	
Will this project require fence removal?	Yes	No	
Building permit applied if necessary?	Yes	No	Not Applicable

What is the nature of the project? _____

What impact will this have on your neighbors, if any? _____

Will project be visible from the street? Yes No

Note: To avoid delays, make provide clear details and placement of all improvements requested.
The more detail and clearer review, the quicker the process.

Provide the Following

For Fencing:

- Survey of Lot with location**
- Survey of Lot with Gate locations**
- Height of fencing and setback of placement from front, side, and back property lines.**
- Material and Stain (if applicable);**
- Picture of the fence style**

For Pools:

- Survey Lot with location**
- Placement of the pool equipment in reference to the home.**
- Pool Drainage Plan/ Placement of overflow pop up**
- Construction Access Marked**

For Detached Structure (Garages, Guest Quarters, workshops):

- Survey Lot with location**
- Elevation Drawing including the front, side and back**
- A complete materials list, including paint/stain samples, stone/brick/stucco choices, and color schemes, and roofing**
- Dimensions including roof pitch**

Driveway/ Sidewalk Change;

- Marked survey of the driveway/ sidewalk change/ increased size**
- Distance from the side property line**
- Material used as driveway base**
- Culvert extension detail with grading information.**

Retaining Wall:

- Survey Map with location**
- Elevation Drawing**
- A complete materials list, including paint/stain samples, stone/brick/stucco choices, and color schemes**

Ponds

- Location of pond in regards to any easements
- Drainage plan to show inflow and outflow with adequate overflow spillway plan
- Dimensions, damn height

General Exterior Modifications:

This includes, but is not limited to: Roof material changes, color changes (paint, trim, stucco, mortar, stone, stains, etc.)

- A complete materials list, including paint/stain samples, stone/brick/stucco choices, and color schemes**

Landscaping Improvements:

This includes tree additional renovations to a flowerbed, landscape hardscape changes

- Survey Map with location of the improvement marked clearly**
- For tree planting, tree caliper and kind of tree needs to be included**
- For tree rings and flower bed hardscape, stone type and name, metal edging color must be included and marked.**

For Other Improvements:

- Survey Map with location**
- Material List**
- Dimensions- including height and square footage**
- Picture of final product**

Specify impact on neighbors both during construction and after completion.

We the undersigned agree to comply with the Declaration of Restrictions, Covenants, and Conditions of Community Name, as well as all stipulations as stated by the Architectural Control Advisory Committee. We certify that this project will comply with all County, State, and Federal building and safety codes and ordinances as applicable. Additionally, all appropriate permits and inspections will be obtained and forwarded to address below upon receipt as a completion of this application.

Signature of Property Owner

Date

A complete application copy (including supporting documents) must be mailed, faxed, or emailed to:

**Rocky Creek Ranch Estates HOA, Attention: ACC Committee,
10340 Alta Vista Rd #C
Fort Worth, TX 76244
Fax #: 972-591-5625**

Email: pmgadmin@propertymanagementgroup.org

Application will not be reviewed or considered until all applicable documents are received by the committee. A signature is required.

Submissions made to or by realtors or other individuals will not be considered. Applications must be submitted directly by the property owner or their designated builder.

Committee Use Only

ACC Decision on Application **Approved** **Disapproved**
 Pending Approval **Disapproved for more information**

Comments or reasoning for disapproval: _____

Approval by ACC Committee does not circumvent, modify, or grant a variance from City, County, State or Federal building codes or ordinances.

ACC Authorized Representative

_____ # of pages attached with conditions and/or additional information