

**Spring Meadow Estates  
Homeowners Association, Inc. - ACC**  
Property Modification Approval Request Form

<b>ACC Use Only</b>
<b>Rq. No.</b>
<b>Phase</b>

As each of us bought our property in Spring Meadow Estates Homeowners Association, we agreed by our signatures to abide by the Declaration of Covenants, Conditions and Restrictions (a.k.a. CCRs or Deed Restrictions). The Deed Restrictions protect our property values by keeping the community a highly desirable place to live. ACC (Architectural Control Committee) approval must be obtained prior to the start of your project. To avoid delay, make your request as complete as possible and type or print legibly. Incomplete requests will be returned for additional information. Incorrect information or changes made after approval invalidates approval. The goal of the ACC is to assure that all changes to our properties conform to the appropriate Deed Restrictions. Thank you for your understanding and cooperation.

**1. ABOUT THE RESIDENT(S)**

<i>Name(s)</i>	
<i>Address</i>	
<i>E-Mail</i>	
<i>Phone(s)</i>	<i>Best time to call</i>

**2. ABOUT THE PROJECT**

<i>Proposed start date</i>	<i>Proposed completion date</i>
<i>Describe the nature of the project (attach pages as necessary)</i>	
<i>Location (attach sketch/drawing)</i>	
<i>Dimensions</i>	<i>Distance from fences and easements</i>
<i>Colors</i>	<i>Shape</i>
<i>Materials</i>	
<i>Builder</i>	
<i>Other (specify)</i>	

**IMPORTANT:** Include plan view and elevation drawings (to scale) plus any other supporting documents indicating project's location and its relationship to property lines, neighbors, construction, easements, etc.

**3. ABOUT THE REQUIREMENTS**

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>		I/We have read the appropriate Deed Restrictions
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	I/We have obtained a City building permit (attach copy)
<input type="checkbox"/>	<input type="checkbox"/>		This project will require A fence removal (if yes, inform Association Manager)
<input type="checkbox"/>	<input type="checkbox"/>		Completed project will be visible from the street
<input type="checkbox"/>	<input type="checkbox"/>		I/We acknowledge that approvals expire in 90 days. If project is not complete within 90 days of approval, approval is VOID, and resubmission is required.
<b>Check any that apply:</b>			<input type="checkbox"/> Corner lot <input type="checkbox"/> Iron park fencing <input type="checkbox"/> Project already started/completed

<i>Homeowner's Signature</i>	<i>Date</i>
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**Signature constitutes permission for ACC members to inspect property and agreement to abide by ACC's decision.**

<p><b>Submit this form along with all supporting documents, drawings, photographs, etc. by mail, fax or email to:</b></p>	<p><b>Mail to: FirstService Residential</b> 3102 Oak Lawn #202 Dallas, TX 75219</p> <p><b>Fax to: 214-889-9980</b></p> <p><b>Email to: <a href="mailto:reception.tx@fsresidential.com">reception.tx@fsresidential.com</a></b></p>
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