

APPLICATION for ARCHITECTURAL MODIFICATION
and
ARCHITECTURAL CONTROL COMMITTEE (ACC) APPROVAL

Owners Name	Home Phone #
Physical address of property to be modified	Work Phone #
City, State & Zip #	Cell Phone #
Mailing Address of Owner, include City, State and Zip	

The purpose of this application and request for approval is an effort to protect the Owners rights and overall property values within the community. It is required by your Declarations, Covenants and Restrictions that any homeowner seeking to modify the exterior appearance of an existing home or lot, MUST submit their request in writing and secure the approval of the Architectural Control Committee BEFORE initiating any such modification. Failure to secure prior approval may result in the Committee requiring the removal or destruction of such modification.

Describe Modification (s) requested.

Materials to be used in construction of modification.

Dimensions – Height from Ground to Highest point	Width	Length
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ALL APPLICATIONS AND QUESTIONS ARE TO BE DIRECTED TO:

**Homeowners Association
c/o ProfCam 1, Inc.
P. O. Box 81368
Austin, TX. 78708
(512) 989-2929**

THE FOLLOWING ITEMS ARE REQUIRED AND MUST BE ATTACHED.

1. Provide a lot survey, (provided to you with your closing documents when you purchased the property) showing the exact location and placement of the modification on the property.
2. If a Lot Survey form cannot be found submit a detailed drawing of the property showing dimensions, placement of the home and any easements. Also show the distance any modification will have from side and rear fences.
3. Please provide a "Front Elevation" (an architectural drawing) of the modification showing the committee what the modification will look like when completed. If an Architectural drawing is not available, please provide a hand drawn sketch of the modification or pictures of a same/similar structure.
4. In the Materials section of page 1, please provide a name and color for each modification. Please include color chips for review. Color samples are required for Brick, siding, edging materials, roofing materials, solar screens, paint, etc.
5. No lot survey will be required if the requested modification is for painting, staining, siding or re-roofing.
6. If applying for a structure (Room, Patio Cover, Arbor, Gazebo, storage shed, etc.) you MUST submit a drawing showing how the structure will look after construction, the size, height, color, materials to be used, roofing and placement on the lot.
7. If applying for a new door or storm door please provide a photo or manufacturers brochure.
8. If applying for Decking/Patio please indicate location on lot survey, materials to be used and height of decking and patio cover. Flat or low slope patio covers will not be approved.
9. If applying for fencing, indicate materials, height and location on lot survey.
10. If applying for landscaping or tree placement, please show location on lot survey and provide tree dimension and type.
11. If applying for painting, siding or staining, please include color chips.
12. If applying for a Pool or Spa, you must show placement on the lot survey and the distances for side and rear fencing.

FAILURE TO SUBMIT THE SURVEY AND ALL REQUIRED INFORMATION REQUESTED ON THIS FORM MAY RESULT IN THE DELAY AND/OR AUTOMATIC DISAPPROVAL OF THE APPLICATION.

I fully understand that the Architectural Control Committee will act on this request as quickly as possible and will provide the owner with a written response regarding their approval/disapproval. I also understand that in the event construction is not started within six (6) months from the date of the Committees approval, then a new application must be submitted.

I understand that it is my personal responsibility to ensure I comply with all Federal, State, County and Local Governmental ordinances, codes, permits, etc. required by them for such improvement(s). I understand that I am NOT to begin any improvements until the Committee notifies me of their decision.

Signed by Owner	Date:
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