

Crystal Forest Estates HOA - ACC

Property Modification Approval Request Form

ACC Use Only
Phase

As each of us bought our property in Crystal Forest, 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 ACC tries 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 CFE Deed Restrictions and ACC Guidelines and Agree to Comply
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	I/We have obtained a City or County building permit (attach copy)
<input type="checkbox"/>	<input type="checkbox"/>		This project will require additional septic capacity
<input type="checkbox"/>	<input type="checkbox"/>		Completed project will be visible from the street(s)
Check any that apply:			<input type="checkbox"/> Corner lot <input type="checkbox"/> Propane tank <input type="checkbox"/> Privacy fencing required <input type="checkbox"/> Project already started/completed

<i>Homeowner's Signature</i>	<i>Date Submitted</i>
<i>HOA Board Member Signature</i>	<i>Date Approved</i>

Signature constitutes permission for ACC members to inspect property and agreement to abide by ACC's decision.

Mail or email this request, along with all supporting documents, drawings, photographs, etc. to:

Crystal Forest Estates HOA
 P.O. Box 62
 Midlothian, TX 76065
 mail@crystalforestestates.com

For questions email CFE HOA or attend the next board meeting on the second Tuesday of the month at 7:00pm at the Midlothian Conference Center.