

QUAIL ESTATES HOMEOWNERS ASSOCIATION, INC

Architectural Control Committee Approval Request Form

NAME: _____

PROPERTY OWNER SIGNATURE _____ **DATE:** _____

STREET ADDRESS: _____

PHONE NUMBER (S): _____

E-MAIL ADDRESS: _____

The Declaration of Covenants, Conditions and Restrictions (the "Deed Restrictions") for the Quail Estates Homeowners Association Inc. specifies that all improvements to the exterior of the property as defined in the Deed Restrictions must be **approved in writing** by the Architectural Control Committee **before the improvement begins**. Please complete the following form and submit it with your plans and specifications for the proposed improvement. The ACC has up to 30 days to process your request after all the information has been submitted.

The application details to be submitted will not be considered complete without all of the following items:

- A plot plan or survey showing the location and dimensions (including elevation) of all existing and proposed Improvements. All proposed improvements must be shown on the survey or the Committee will not consider this request. (Plats are part of closing documents when home is purchased.)
- The structural design, exterior elevations, exterior materials, colors, textures and shapes of all improvements shall be described, along with any diagrams or representations necessary to depict all proposed Improvements.
- Approved permit from the city of Harker Heights, this is required for sheds, moving fences etc.
- Proposed start date of requested project: _____
- Estimated date for completion of project: _____
(Must complete project within 180 days of approval)

APPROVAL REQUESTED (check all that apply):

- | | | |
|--|--|---|
| <input type="checkbox"/> BASKETBALL GOAL | <input type="checkbox"/> IRRIGATION SYSTEM | <input type="checkbox"/> SATELLITE DISH |
| <input type="checkbox"/> DECK/PATIO | <input type="checkbox"/> LANDSCAPING | <input type="checkbox"/> SHED/OUTBUILDING |
| <input type="checkbox"/> DECK/PATIO COVER | <input type="checkbox"/> PLAYSCAPE | <input type="checkbox"/> SWIMMING POOL |
| <input type="checkbox"/> FENCE | | <input type="checkbox"/> TRAMPOLINE |
| <input type="checkbox"/> OTHER (specify) _____ | | |
- (PERGOLA, PLANTING TREES, ADDING BORDERS, ETC.)

DESCRIPTION OF IMPROVEMENT (continue onto additional pages, if necessary):

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FENCE (include diagram showing position of fence relative to streets and houses):

Proposed Fence Modification (Please include stain color):

Relocation: _____

Change to existing fence: _____

SATELLITE DISHES (include diagram showing location of dish):

Diameter of satellite dish _____

Proposed Location (rear of home is preferred) _____

TEMPORARY STRUCTURES, OUTBUILDINGS OR STORAGE SHEDS, PLAYSCAPES:

Dimensions of the outbuilding's pad _____

Height structure (measured from ground to peak) _____

Height of privacy fence enclosing outbuilding _____

Exterior and roofing materials consistent with residence (check one) Yes No

Outbuilding will observe setback lines and easements (check one) Yes No

If the proposed improvement(s) are above the surrounding fence, you will need to secure the approvals of all neighbors with contiguous property.

Initials of Residents from Adjoining Lots:

| Addresses | Signatures | Date Signed |
|-----------|------------|-------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Submit your request to:

Quail Estates Homeowners Association, Inc.

c/o RealManage

P.O. Box 803555

Dallas, TX 75380-3555

FAX: 866-919-5696

EMAIL: QUAILEST@ciramail.com

NOTE – Inclusion of an e-mail address authorizes the Architectural Control Committee to use electronic mail for

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official responses on this request.