



Fountain Creek Estates Homeowners' Association

ARCHITECTURAL REVIEW COMMITTEE (ARC) MEMO

An Architectural Review Committee (ARC) is established in your community in order to preserve the architectural and aesthetic appearance and the natural setting and beauty of the Development, to establish and preserve a harmonious design for the development and to protect and promote the value of the property, the Lots, the Dwellings and all Improvements thereon. (FCE CC&R's Section 6.05a)

Attached is the ARC Request for Home Improvement form to be submitted prior to the commencement of any improvements, changes or additions on any part of the Property. These exterior modifications/changes could be but are not limited to the construction and installation of any dwellings, sidewalks, driveways, mailboxes, decks, patios, courtyards, swimming pools, playhouses, fences, exterior lights, painting or staining of any exterior surface, landscape lighting, landscape plantings, sheds, arbors, patio additions, fence extensions/additions or painting, etc.

The completed form and **two (2)** copies of accompanying foundation, landscaping, or landscape lighting plans, written specifications, etc. should be mailed to:

Fountain Creek Estates ARC
P. O. Box 506
Pottsboro, TX 75076

Once the Committee has made a decision, **one (1)** copy of all plans, specifications and related data submitted to the ARC shall be retained in the records of the ARC and the other copy shall be returned to the Owner submitting the same with a letter of "approved" "approved as noted" or disapproved".

If you have any questions on what may or may not require approval or any other concerns, please do not hesitate to call 903-328-6722. Every effort will be made to assist you.



**Fountain Creek Estates Homeowners' Association
Request for Home Improvement Approval or Architectural Approval**

SUBMIT PLANS AND SPECIFICATIONS TO:

**Fountain Creek Estates ARC
P. O. Box 506
Pottsboro, TX 75076**

This is the Approval of Plans and Specifications form for architectural approval. The Architectural Review Committee will review this information and will approve, approve as noted, or deny the request. The homeowner will receive a written response within forty-five (45) days following the receipt of this request by the Committee.

NAME _____ PHONE _____

ADDRESS _____ MOBILE _____

E-MAIL _____ FAX _____

Description of requested approval:

Details of Work: Two (2) copies of plans must be drawn to scale and provide dimension, location, materials, manufacturer, product name and color to be used. Check if details attached. ARC may require samples indicating the nature, color, type, shape, height and location of all exterior materials to be used.

If requesting paint: please include brand of paint, color and brand manufacturer's website (if applicable).

If requesting for a roof replacement: please include brand, manufacturer and website (if applicable), color, length of warranty and roofing contractor name/number and website (if applicable).

CERTIFICATION OF AGREEMENTS:

Homeowner certifies that all materials submitted for this application are true and correct. Homeowner understands and agrees that no work may be performed prior to or in deviation from the terms of the approved request by the Committee. Homeowner agrees to be bound by the Community Rules and Standards.

Homeowner Signature _____ Date _____
Fountain Creek Estates Homeowners' Association
Request for Home Improvement

ARC USE ONLY:

ACTION:

_____ Approved _____ Disapproved _____ Other

COMMENTS:

Fountain Creek Estates Homeowners' Association Architectural Review Committee

By: _____

Date of Action: _____

THIS REQUEST HAS BEEN REVIEWED FOR THE LIMITED PURPOSE OF DETERMINING THE AESTHETIC COMPATIBILITY OF DESIGN WITH THE VARIOUS PROVISIONS OF THE FOUNTAIN CREEK ESTATES HOMEOWNERS' ASSOCIATION DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS, IN THE SUBJECTIVE OPINION OF THE ABOVE SIGNED. NO REVIEW HAS BEEN MADE WITH RESPECT TO FUNCTIONABILITY, SAFETY, COMPLIANCE WITH GOVERNMENTAL REGULATIONS, OR OTHERWISE AND NO RELIANCE ON THIS APPROVAL SHOULD BE MADE BY ANY PARTY WITH RESPECT TO ANY SUCH MATTERS. THE ABOVE SIGNED EXPRESSLY DISCLAIMS LIABILITY OF ANY KIND WITH RESPECT TO THIS REQUEST, THE REVIEW HEREOF, OR ANY STRUCTURES BUILT PURSUANT HERETO, INCLUDING BUT NOT LIMITED TO, LIABILITY FOR NEGLIGENCE OR BREACH OF EXPRESS OR IMPLIED WARRANTY.