

Vineyards at Heritage Homeowner's Association - ACA

Property Modification Approval Request Form

As each of us bought our property in Vineyards at Heritage, 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. ACA (Architectural Control Authority) 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 ACA 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)

Name(s)	
Address	
E-Mail	
Phone(s)	Best time to call

2. ABOUT THE PROJECT

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

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 of Fort Worth 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
Check any that apply:			<input type="checkbox"/> Corner lot <input type="checkbox"/> Iron park fencing <input type="checkbox"/> Project already started/completed

For the purpose of Article VI, Section 6.5 of the Covenants, this request is not considered received by the ACA until I receive an acknowledgement from the Authority, either by US Mail or e-mail. I understand that I must follow up with Premier Communities in the event I do not receive ACA acknowledgement in a timely manner.

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

Mail this request, along with all supporting Documents, drawings, photographs, etc. to:

Premier Communities Management Co. OR PCMC
 5751 Kroger Drive, Suite 193
 Keller, Texas 76244

For additional information call or fax:

Meka Bowling
 Association Manager
meka.bowling@premiercommunities.net
 Phone: (817) 380-7010
 Fax: (817) 380-7011