

ARCHITECTURAL MODIFICATION REQUEST

As stated in the Restrictive Covenants for Chimney Hills the Architectural Control Committee must approve any modifications to the exterior of your home. Requests for modifications (including a drawing of the proposed modification) should be submitted to our office and we will forward them to the Architectural Control Committee. Once the committee has reviewed your request, we will send you a letter confirming their approval or denial. **Assist us in Going Green please include your email.**

HOMEOWNERS NAME _____ PHONE _____

ADDRESS _____ WORK PHONE _____

Email: _____ Cell Phone: _____

BRIEFLY DESCRIBE THE PROPOSED MODIFICATION

WHO WILL DO THE ACTUAL WORK _____

PLEASE NOTE THAT THE COMMITTEE HAS 30 DAYS TO PROCESS REQUESTS.

PLEASE BE SURE YOU INCLUDE THE FOLLOWING INFORMATION ALONG WITH THIS FORM; Please check each item you have included with your request.

(The review process does not begin until all necessary information has been submitted)

- ___ Plot Map showing easements & PUE with the location of your improvement(s)
- ___ Point of entry access that you will use to gain access for the work being performed
- ___ Dimensions ___ Height ___ Color Sample ___ Materials ___ Shingles (example: shed, or solid patio covers)

CHECK LOCATION OF MODIFICATION:

- | | | | |
|-------|------------------------|-------|---------------|
| _____ | FRONT OF HOUSE | _____ | HOUSE ROOF |
| _____ | BACK OF HOUSE | _____ | GARAGE |
| _____ | PATIO | _____ | SIDE OF HOUSE |
| _____ | OTHER (DESCRIBE) _____ | | |

Homeowner's Signature _____ PROJECT START DATE: _____
PROJECT COMPLETION DATE: _____

RETURN TO:
Chimney Hills North Neighborhood Association
c/o Plateau Property Management Co.
401 Congress Avenue, Suite 1540
Austin, Texas 78701
(512) 441-1041 Fax 512-287-4342
requests@plateaupropertymgmt.com

******DO NOT WRITE BELOW THIS LINE – FOR ACC COMMITTEE USE ONLY******

Entered By: _____ **ACCEPTED** _____ **DENIED** _____ **DATE** _____

LETTER SENT BY: _____ Date Sent _____ Email ___ USPS

COMMENTS _____ Contractor/Deposit Required \$ _____

SIGNATURES _____