

**HARBOR OWNERS ASSOCIATION – HARBORSIDE NEIGHBORHOOD
ACC APPLICATION FOR HOME AND/OR PROPERTY IMPROVEMENT/MODIFICATION**

NAME: (Please Print) _____ DATE: _____

PROPERTY ADDRESS: _____ ROWLETT, TX 75088

PHONE: HOME: _____ CELL: _____

WORK: _____ FAX: _____

EMAIL: _____ (Please provide for quicker response time)

I WOULD LIKE TO REQUEST APPROVAL FOR THE FOLLOWING PROJECT: (One project per application)

Modification to residence exterior: _____ Modification to property exterior: _____ Arbor/Patio: _____

Cover/Gazebo: _____ Landscaping: _____ Pool/Spa/Hot Tub Area: _____

Other: (Please Specify) _____

PLEASE PROVIDE DETAILED SPECIFICATIONS: (Brand and type of materials, specific color names, dimensions, etc. Attach site plan if applicable. Indicate intended project beginning and completion dates. Include additional pages, drawings, photos, website links, etc. as needed. Please be specific providing proposed project details to avoid the delays caused if you must be contacted for further required information.)

Owner's Acknowledgments: (Please initial each) **I hereby understand,**

1. _____ That the ACC has 30 days from receipt of your project details to process the application and that no work on this request shall commence until written approval has been received.
2. _____ That any variation from the original application must be resubmitted for approval.
3. _____ That all proposed improvements must meet city, state and local codes and zoning regulations.
4. _____ That all required city, state and local permit(s) are homeowner responsibility.
5. _____ That there are architectural requirements covered by the HOA Covenants, governing documents, policies and guidelines, and a review board process as established by the Board or Directors, which I agree to abide by.
6. _____ That the worksite must be cleaned up daily and trash receptacles used and stored on homeowner's property.
7. _____ That prior written approval is required to access HOA "common areas" in process of making improvements.
8. _____ That there are certain restrictions on construction advertising signage allowed.
9. _____ That I am responsible for making prompt restoration to original condition of any shared fence impacted by the work.
10. _____ That if I proceed to make property alterations without receiving ACC approval or in disregard if this application is denied wholly or in part, I may be subject to a \$250 fine and required to return the property to its former condition at my own expense and pay all legal expenses incurred by Harbor Owners Association in this matter.

Owner's printed name

Owner's signature

Co-owner's printed name

Co-owner's signature

The HOA ACC covenants are available for review at <http://www.harborsidehoa.com/Documents.htm>

Please complete, sign and submit this application by regular mail, email or fax, to:

Principal Management Group (PMG)
12700 Park Central Drive, Suite 600
Dallas, TX 75251

Phone: 214-368-4030

Fax: 218-361-7874

Email: lreaux@principal-mgmt.com OR NTXcustomercare@associa.us

Your request will be processed and submitted to the ACC for review. The committee has 30 days from receiving your full project details to review and process your application. Please DO NOT START construction or modifications without written approval from the ACC or a \$250 fine maybe assessed.

Please call or email PMG at the contact information listed above if you have any questions.

REV. 01.17.2018