

**EMERALD LAKE
HOMEOWNERS ASSOCIATION, INC.
c/o 545 EAST JOHN CARPENTER FREEWAY, SUITE 1500
IRVING, TEXAS 75062
214-630-0481 PHONE 214-630-9560 FAX**

**ARCHITECTURAL CONTROL COMMITTEE
SUBMITTAL FORM**

Submit the completed form with supporting documents to the above address or fax.

To the Architectural Control Committee:

Please accept my request for the following: ☐ ADDITION or ☐ MODIFICATION TO MY HOME/LOT:

- ☐ Swimming Pool / Spa / Hot Tub
- ☐ Deck / Patio /Patio Cover / Awning
- ☐ Storage Building / Outbuilding / Playhouse
- ☐ Landscaping (includes additions or replacing trees)
- ☐ Exterior paint color
- ☐ Gazebo, Trellis, or Arbor
- ☐ Fencing
- ☐ Other

Attached:

- ☐ Survey / Site Plan with addition sketched in.
- ☐ Building plans and specification including color, materials to be used, and size dimensions
- ☐ Brochure describing installation and/or materials
- ☐ Paint chips to determine finished color
- ☐ Photos of finished product from other site

Desired Start Date: _____ Expected Completion Date: _____

Conditions for Review and Approval:

1. All installations must be of professional design, quality and material.
2. All installations must comply with conditions described in the applicable Covenants.
3. All installations must comply with local building codes and ordinances.
4. The undersigned is responsible for including all appropriate information with application.

5. While a response is usually quick, the ACC is allowed 45 days for approval upon receipt of a completed form. The form will not be considered complete until all necessary information has been received.
6. Owner / Contractor is responsible for daily clean up.

I agree to all the conditions for Review and Approval. I understand that I am responsible for all maintenance and repair of the requested site changes requested herein and such responsibility will be passed on to future homeowners of my property. I request the ACC review and approve my application.

Signature: _____

Date: _____

Name printed: _____

Address: _____

Email : _____

Phone Number: _____