

# Shannon Creek Homeowners Association

## Property Modification Approval Request Form

The Declaration of Restrictions, Covenants and Conditions (a.k.a. CCRs or Deed Restrictions) of Shannon Creek require that 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. **Any deviations/changes from a submitted and approved request will require supplemental submission for approval.**

Name(s)			
Address			
Email			
Phone		Today's Date	
Proposed Project Start Date		Proposed Project Completion Date	
Describe the nature of the project (attach pages as necessary <b>IMPORTANT:</b> 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.)			
Location (please attach a site map or survey of the property)			
Dimensions		Distance from fences and easements	
Colors		Shape	
Materials			
Builder			
Other (specify)			
<b>YES</b>	<b>NO</b>	<b>N/A</b>	
			Have you read the applicable deed restrictions?
			Will this project require fence removal?
			Will this project be visible from the street?
			Upon completion, I agree to email a photograph of the completed project to HOA@GloboLink.com.
<b>Projects not completed within twelve (12) months of original submission must resubmit and could be subject to fines.</b>			
Homeowner's Signature			Date

Submissions are to be made to:

HOA@GloboLink.com  
Fax: 480-436-6469

PO Box 1532  
Keller TX 76244-1532

Committee Use Only

**YOUR REQUEST FOR PROPERTY MODIFICATION HAS BEEN:**

**APPROVED**

**DISAPPROVED**

**CONDITIONALLY APPROVED**

Comments or reasoning for disapproval:

Approval by ACC does not circumvent, modify or grant a variance from City, County, State or Federal building safety codes or ordinances.

\_\_\_\_\_

Date

\_\_\_\_\_

ACC Authorized Representative

Form available online at: [shannoncreekpoa.org](http://shannoncreekpoa.org)