



Rustic Timbers Homeowners Association

Architectural Control Committee (ACC) Request Form

When you bought your property in **Rustic Timbers HOA**, you agreed by your signatures to abide by the Declaration of Covenants, Conditions and Restrictions (a.k.a. DCCRs or Deed Restrictions). The Deed Restrictions protect your property values by keeping the community a highly desirable place to live. ACC (Architectural Control Committee) approval must be obtained prior to the start of your project. To avoid delay, make sure your request is as complete as possible and type or print legibly. *You may also be required to supply a drawing of work to be done, or a copy of your plat.* Incomplete requests will be returned for additional information. Incorrect information or changes made after approval invalidates approval. The goal of the ACC is to assure that all changes to our properties conform to the appropriate Deed Restrictions. The Architectural Control Committee will review your information and approve or deny your request. **The Architectural Control Committee has the allowance of up to thirty (30) days to respond with a decision (following the receipt of this request).**

1. HOMEOWNER CONTACT INFO

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

2. PROJECT DETAILS

Proposed start date	Proposed completion date
Describe the nature of the project. (attach pages as necessary, including any contractor plans)	
Location (attach sketch/drawing)	
Dimensions (Height, width, and depth)	
Distance from fences and easements	
Paint/Stain Colors	
Materials (Wood, stone, metal concrete, etc)	
Contractor	
Other (specify)	

3. ABOUT THE REQUIREMENTS

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	I/We have read the appropriate Deed Restrictions & Policies
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	I/We have obtained a City building permit as necessary (attach copy if available)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	This project will require a fence removal (if yes, inform Association Manager)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Completed project will be visible from the street

HOMEOWNER CERTIFIES THAT ALL MATERIALS SUBMITTED TO THE ARCHITECTURAL CONTROL COMMITTEE WITH THIS APPLICATION FOR REVIEW ARE TRUE AND CORRECT. HOMEOWNER UNDERSTANDS AND AGREES THAT NO WORK MAY BE PERFORMED PRIOR TO OR IN DEVIATION FROM THE TERMS OF APPROVAL BY THE ARCHITECTURAL CONTROL COMMITTEE. HOMEOWNER AGREES TO BE BOUND BY THE ARCHITECTURAL CONTROL COMMITTEE RULES AND STANDARDS.

THIS APPLICATION WILL BE REVIEWED FOR THE LIMITED PURPOSE OF DETERMINING THE AESTHETIC COMPATIBILITY OF DESIGN WITH THE VARIOUS PROVISIONS OF THE HOMEOWNERS ASSOCIATION. DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS. NO REVIEW HAS BEEN MADE WITH RESPECT TO FUNCTIONALITY, SAFETY, COMPLIANCE WITH GOVERNMENTAL REGULATION, OR OTHERWISE AND ANY PARTY WITH RESPECT TO ANY SUCH MATTERS SHOULD MAKE NO RELIANCE ON THIS APPROVAL. THE COMMITTEE EXPRESSLY DISCLAIMS LIABILITY OF ANY KIND WITH RESPECT TO THIS REQUEST, THE REVIEW THEREOF, OR ANY STRUCTURES BUILT PURSUANT THERETO. THE ARCHITECTURAL CONTROL COMMITTEE MAKES NO WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, OR ANY OF ITS MEMBERS AND NONE ARE TO BE INFERRED FROM APPROVING OR DISAPPROVING THIS APPLICATION.

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

Homeowner's Signature	Date
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Return completed request, along with all supporting documents, drawings, photographs, etc. by one of the following options:

Mail or In Person:
 Rustic Timbers HOA
 c/o SBB Management Company
 1670 Keller Parkway, Ste. 170
 Keller, TX 76248

Email: a.spikes@sbbmanagement.com
Fax: 817-431-6412
Online: www.SBBManagement.com

For any questions, contact SBB Management at:
 817-482-1547 ext. 469