

# **Southridge Estates**

## **Homeowners Association, Inc.**

Dear Homeowner,

Please complete this form in its entirety, including signatures of other homeowners directly impacted by the requested modification. Failure to do so will result in the application being returned to you as incomplete. Be sure to include detailed architectural drawings of the requested modification with your application, as well as any issued permits. You may wish to include pictures as well. Rough sketches or verbal descriptions alone will not be considered.

Be sure to provide YOUR contact information on the request form. Although your contractor or other agent can submit the request on your behalf, the Association will communicate directly with you as you are ultimately responsible for ensuring that the request is complete prior to submission and that the modification complies with federal, state and local regulations, as well as with the Association's dedicatory instruments.

Submit the completed form and supplemental materials to the Association via email or USPS standard post. Contact information can be located at the bottom of this document.

Respectfully,

The Board of Directors

1332 Teasley Lane, Suite 268, Denton, Texas 76205

Telephone: (940) 703-5907

Email: [compliancecommittee@southridgeestateshoa.com](mailto:compliancecommittee@southridgeestateshoa.com) Website: [www.southridgeestateshoa.com](http://www.southridgeestateshoa.com)

**Southridge Estates**  
Homeowners Association, Inc.

**MODIFICATIONS REQUEST FORM**

Name of applicant \_\_\_\_\_

Property address \_\_\_\_\_

Email address of property owner \_\_\_\_\_

**Requested Modification**

- |   |  |   |
|---|--|---|
| Patio <input type="checkbox"/>              | Shed/storage building <input type="checkbox"/> | Play structure <input type="checkbox"/>         |
| Patio cover <input type="checkbox"/>        | Greenhouse <input type="checkbox"/>            | Architectural shingles <input type="checkbox"/> |
| Pergola <input type="checkbox"/>            | Solar panels <input type="checkbox"/>          | Walkway <input type="checkbox"/>                |
| Fence <input type="checkbox"/>              | Flagpole <input type="checkbox"/>              | Doors/windows <input type="checkbox"/>          |
| Wall <input type="checkbox"/>               | Satellite dish <input type="checkbox"/>        | Raised garden beds <input type="checkbox"/>     |
| Pool <input type="checkbox"/>               | Landscaping <input type="checkbox"/>           | Exterior lights <input type="checkbox"/>        |
| Driveway expansion <input type="checkbox"/> | Tree removal/planting <input type="checkbox"/> | Other <input type="checkbox"/>                  |

Please describe project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please submit the following plans and specifications via email or standard mail depicting the work to be undertaken (submit all, as applicable.):

- (a) A plot plan showing the location and dimensions of the existing and proposed improvements;
- (b) A detailed illustration that includes the structural design, exterior elevations, exterior materials, colors, textures, and shapes of all improvements to be made;
- (c) All exterior illumination including location and method of illumination-no "wash over" of lighting to adjoining property or common areas is permitted;
- (d) Existing and finished grades at lot corners and at corners of proposed improvements; and
- (e) Provision for drainage with cut and fill detail if change in lot contour is involved.

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### **Notice to Applicant**

The authority of the Compliance and Modifications Committee is derived from the Declaration of Covenants, Conditions, and Restrictions of Southridge Estates Homeowners Association. A copy of the Declaration has been posted on the community webpage at [www.southridgeestateshoa.com](http://www.southridgeestateshoa.com). If you do not have access to the internet, you may order a copy from the Association. You will be charged a fee for copies.

Applicant acknowledges that all improvements must be constructed in accordance with the guidelines set forth in the Declaration. In addition, all improvements must be constructed in accordance with the laws, rules, regulations, and building codes of governmental authorities having jurisdiction. Approval of this application does not constitute approval by any governmental authority.

Approval of this application does not give Applicant the right to enter upon the property of any other owner or the common area in order to perform the construction contemplated by this application.

The Applicant is solely responsible for ensuring that proposed improvements do not encroach upon a public utility easement located on the Property. Applicant hereby releases the Association, Compliance and Modifications Committee, and each of its Directors, Officers, committee members, and agents from and against any liability caused or occasioned by the location of such improvements. Applicant acknowledges that in the event an improvement encroaches upon a public utility easement located on the Property and a public utility provider requires access to such easement, Applicant may be required to remove such improvements to the extent they encroach upon or interfere with use of the public utility easement.

Signatures of neighbors directly impacted by this architectural improvement:

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Applicant(s) signatures

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**For Committee Use Only**

Complete Application Received on \_\_\_\_\_

Approved on \_\_\_\_\_ Approved with conditions on \_\_\_\_\_

Conditions

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Disapproved on \_\_\_\_\_

Comments

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Committee members' signatures

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Board members' signatures (

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Applicant(s) notified of decision on \_\_\_\_\_ by  Email  USPS standard post

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