

**14 PARK PLACE POA
Architectural Review Committee**

Resident's Project Request

This form is to be used by 14 Park Place Property Association owners who plan exterior projects (such as fences, decks, landscaping, etc.) which will change the appearance of their homes or lots pursuant to the terms of the CC&Rs.

Please note that the Architectural Review Committee requires a copy of the approved and executed permit from the City of Nixa (or other government authority), if applicable, to be attached to this Resident's Project Request form. Please keep in mind that the receipt of the payment of the permit is not sufficient and the committee requires the approved-stamped permit.

Date: _____

Address: _____

Name: _____

Telephone: _____ Alt. Tele: _____

Email: _____

If applicable, please complete the following:

Contractor: _____

Contr. Tele: _____

Project: (Please check)

_____ Fence

_____ Landscaping

_____ Deck/Patio

_____ Other: _____

Please briefly describe

Est. start date: _____

Est. completion date: _____

Project Description: (Please provide sufficient detail in describing the project including materials used, staining/color and sketches. In the drawings, please show the lot, existing structures, proposed project with dimensions in both a vertical and horizontal view).

Attachments: (Please list, permit, photo, drawings, etc. that you are attaching to the request.)

I have read and reviewed all the requirements for this project and other pertinent provisions in the 14 Park Place CC&Rs and agree to follow and abide by the terms therein.

Date: _____

Owner's Name: _____

Submitting Request: Please print this form, complete and sign it. Then you can email it to 14parkplacepoa@gmail.com. Alternatively, you can fax it to 417-886-3685 or mail it to 14 Park Place POA, c/o Club Management Services, 1717 E. Republic Road, Suite A, Springfield, MO 65804. Pursuant to the CC&R's the Architectural Review Committee has up to 30 days to respond to the request (but usually responds sooner). Please note that **no work** can commence until approval has been given.

Additional Info: Please note that construction hours are from 7:30 a.m. to 6:00 p.m. Monday through Friday and Saturday from 8 a.m. to 5 p.m. This pertains more to outside contractors with noisy equipment and delivery of material and equipment for your project.