



KINGSLEY CREEK HOMEOWNER ASSOCIATION, INC
APPLICATION FOR ARCHITECTURAL REVIEW COMMITTEE

(“ARC”) REVIEW

Please mail or e-mail this form with the required plans and specifications to: *(All checks should be mailed to the address below)*

Mailing Address:
 Kingsley Creek HOA
 C/o RealManage, P.O. Box 803555,
 Dallas, TX 75380
 Fax: 866-919-5696

E-mail: KINCREEK@CIRAMAIL.COM
Website: RealManage.com
Questions?
 866-473-2573

Name of Owner(s):				Contact Email Address:
Street Address:				
No. of Stories:	Lot #:	Phase #:	Building Sq. Ft.:	Contact Phone number:

Approval is hereby requested for the following modification(s), addition(s) and/or alterations as described below and attached hereto:

TYPE (Check applicable box(es) and/or describe below):

- | | | |
|--|--|---|
| <input type="checkbox"/> New Build | <input type="checkbox"/> Driveway Reseal | <input type="checkbox"/> Generator/Gas Tank |
| <input type="checkbox"/> Addition | <input type="checkbox"/> Patio/Pavers | <input type="checkbox"/> Satellite Dish |
| <input type="checkbox"/> Screen Enclosure | <input type="checkbox"/> Walkway | <input type="checkbox"/> Shutters |
| <input type="checkbox"/> New Doors (Garage / Entry) | <input type="checkbox"/> Exterior Paint | <input type="checkbox"/> Siding |
| <input type="checkbox"/> Landscaping/Curbing | <input type="checkbox"/> Pool/Spa | <input type="checkbox"/> Roof |
| <input type="checkbox"/> Solar Collectors (Fans/Tubes) | <input type="checkbox"/> Wall/Fence | <input type="checkbox"/> Windows |
| <input type="checkbox"/> Other/additional information | | |

Is this a resubmittal? YES NO

ADDENDUMS: Your approval is subject to the following attached Addendum(s)_____. All structural / landscaping changes or addition **MUST** include a property survey or plot plan showing the location of the change with dimensions. All request for, but not limited to, painting, roofing, pavers, lawn sculptures, doors, awnings, and hurricane shutters, etc.; **MUST** include actual color swatches. All stone and fence products **MUST** include a manufacturer’s brochure pictorial sample. Failure to do so may delay your application.

FEES: Applications may be subject to a Fee Schedule. Any Application Review Fee and / or Completion Deposit must be submitted with the application as two (2) separate checks and should be made payable to Kingsley Creek Homeowner Association, Inc.

Owner's Signature/Date:	Expected Completion Date:
	*Must contact HOA upon completion for inspection

AC USE ONLY

Your approval is subject to the following:

1. You are responsible for obtaining any necessary permits from the appropriate Building and Zoning Department(s).
2. Access to area of construction is only allowed through your property, and you are responsible for any damages. If access is needed on neighboring properties, an **Access Agreement Form** is required.

<input type="checkbox"/> Approved	<input type="checkbox"/> Approved as Noted	<input type="checkbox"/> Disapproved
Signature-Architectural Committee		Date
Signature-Architectural Committee		Date