

Parkwood Hill Estates Homeowners Association
Fort Worth, Texas 76137

Dear Homeowner,

Thank you for taking the time to fill out your application for ACC approval. As you know, homeowners are to obtain Architectural Control Committee (ACC) approval before improvements are made to their home or property (improvements to the home include only those to the exterior).

In your deed restrictions, it states that no landscaping shall be undertaken and no building, fence, wall or other structure shall be commenced, erected, placed, maintained or altered on any lot, nor shall any exterior painting of, exterior addition to, or alteration of such items be made by any party until plans have been submitted to and approved in writing by the ACC.

When filling out the application, carefully read the "Required Items" section. This will ensure that all required items are filled out on the application and all required attachments (i.e., plot plan, specifications, drawings, photographs, building permit where applicable, etc.) are included. By doing so, this will ensure the ACC has all required items and allow for a more timely response to the homeowner.

To assist you in receiving a timely response, the ACC meets on the second and fourth Thursdays of each month. From time to time, the meeting dates might be moved to accommodate changes in personal schedules. However, it is the ACC's commitment to the Homeowners Association to provide a timely response to applications.

If you have any questions, please access the neighborhood website at <http://www.parkwoodhill.net/> and send an email to the ACC chairperson. You can find the email address in the Email Directory under Information. You may drop off your completed application and all attachments at the clubhouse by placing them in the drop box located to the right of the front door, or mail the original with all attachments to:

Parkwood Hill Estates Architectural Control Committee – 5573 Eastwedge Dr. – Fort Worth, TX 76137

Please do not send anything Certified Mail since there is no one at the clubhouse to sign for it.

Sincerely,

ACC Members