

**Park Glen Architecture Control Committee (ACC)**  
**Property Modification**  
**Approval Request Form**

<= For PGNA ACC use only =>	
<b>Phase:</b>	_____
<b>Village:</b>	_____

As each of us bought our property in Park Glen, we agreed by our signatures to abide by the Declaration of Covenants, Conditions and Restrictions (aka CCRs or Deed Restrictions). The Deed Restrictions protect our property values by keeping Park Glen a highly desirable place to live. If necessary, a copy of your Deed Restrictions may be obtained through the Park Glen web site ([www.parkglen.org](http://www.parkglen.org)), your Village Advisor, or the Summerglen Library. ACC approval must be obtained prior to the start of your project. To avoid delay, make your request as complete as possible and type or print legibly. Incomplete requests will be returned for additional information. Incorrect information or changes made after approval invalidates approval. The ACC tries to assure that all changes to our properties conform to the appropriate Deed Restrictions. Thank you for your understanding and cooperation.

<p><b>1. ABOUT THE RESIDENT(S):</b> Name(s) - _____</p> <ul style="list-style-type: none"> <li>• Address - _____ Phone(s) - _____</li> <li>• e-mail - _____ Best time to call - _____</li> </ul>
<p><b>2. ABOUT THE PROJECT:</b> Proposed/actual start date - _____ Completion date - _____</p> <ul style="list-style-type: none"> <li>• Describe the nature of the project (attach pages as necessary): _____            _____            _____</li> <li>• Location (attach sketch/drawing/plot plan which shows relationship to residence and to neighbors) - _____            _____</li> <li>• Dimensions - _____</li> <li>• Distance from fences and easements - _____</li> <li>• Colors (if paint, attach sample) - _____</li> <li>• Materials - _____</li> <li>• Shape - _____</li> <li>• Builder - _____</li> <li>• Other (specify) - _____</li> </ul> <p><b>IMPORTANT: Include plan view and elevation drawings (to scale) plus any other supporting documents indicating project's location and its relationship to property lines, neighbors, construction, easements, etc.</b></p>
<p><b>3 - ABOUT THE REQUIREMENTS:</b></p> <ul style="list-style-type: none"> <li>• I/we have read the appropriate Deed Restrictions ----- YES <input type="checkbox"/> NO <input type="checkbox"/></li> <li>• I/we have obtained a City of Fort Worth building permit (attach copy) -- YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/></li> <li>• This project will require PID fence removal (if yes, inform PM) ----- YES <input type="checkbox"/> NO <input type="checkbox"/></li> <li>• Completed project will be visible from any street ----- YES <input type="checkbox"/> NO <input type="checkbox"/></li> <li>• Completed project will affect drainage plan of any lot ----- YES <input type="checkbox"/> NO <input type="checkbox"/></li> <li>• Check any that apply - - Corner lot <input type="checkbox"/> Iron park fencing <input type="checkbox"/> Project already started/completed <input type="checkbox"/></li> </ul>

Homeowner's Signature \_\_\_\_\_ Date: \_\_\_\_\_  
**Signature constitutes permission for ACC members to inspect property and agreement to abide by ACC's decision.**

Mail this request, along with all supporting documents, drawings, photographs, etc. to:	Park Glen Neighborhood Association, Inc <b>Attn: Property Manager for Park Glen</b> 3201 N.E. Loop 820, Suite 280 Fort Worth, TX 76137	For additional information or guidance, please call our property manager at: (682) 286-1444 fax (682) 286-1442
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