

# Sonoma Verde

## SONOMA VERDE HOMEOWNERS ASSOCIATION, INC. ARCHITECTURAL CONTROL COMMITTEE APPLICATION

*Prior to submission, please review the Governing Documents for your community.*

**PLEASE FILL OUT COMPLETELY. INCOMPLETE APPLICATIONS WILL BE RETURNED.**

This application is in reference to the following property:

PROPERTY OWNER: \_\_\_\_\_ LOT#: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_ PHONE #: \_\_\_\_\_

ALT PHONE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**APPLICATION FEE: \$50.00** for ANY type of project requiring approval.

**This application is for the  
following:** *Detailed descriptions page 2*

*(Please circle all that apply)*

Landscape Changes

Fence

Misc. Exterior Changes

Roof

Structures

Additions/Gutters

Pool

Other: \_\_\_\_\_

ANTICIPATED START DATE: \_\_\_\_\_ ANTICIPATED COMPLETION DATE: \_\_\_\_\_

**Please provide a detailed description of the item(s) marked above.** (Include, where applicable: material, color, size, height, type and location.) Attach additional documents, including photos and site plans, if so required.

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\* Work Hours are 7:00am - 7:00pm Monday through Friday and from 7:30 am - 6:00pm on Saturdays. No work is allowed on Sundays or holidays. The ACC reserves the right to halt your project if work hours are violated.

\*Obtaining required McLendon-Chisholm building permits or inspections are the responsibility of the homeowner.

**The Architectural Control Committee reviews applications weekly. The Committee will review and make a determination regarding your application within 20 days of submission. You will receive email notification of the decision. Your signature and application fee is required in order to process this application. By signing this application, you agree to follow the Community Guidelines and are responsible for the actions of your contractors. The ACC application expires if work is not started within six months of ACC approval. Projects in violation of the ACC approval may be fined up to \$150 and may be required to remove any changes.**

\_\_\_\_\_ Homeowner Signature \_\_\_\_\_ Date

**Completed ACC applications must be submitted via one of the following methods:**

**Drop off at the Community office:**

**1506 Bertino Way**

**Rockwall, TX 75032**

**Email:** [kadair@ccmcnet.com](mailto:kadair@ccmcnet.com) c/o Sonoma Verde

**The Fifth Amendment to Declaration of Covenants, Conditions, and Restrictions for Sonoma Verde Rockwall County, Texas filed of record on April 7, 2021, allows the Association to charge a fee for the initial review and first appeal, if applicable. A copy of the Amendment is posted on the community website under “Resources”, “Community Documents”. The application fee directly off sets the cost of the third party review of applications by an Architectural/Engineering firm.**

**Approved ACC applications must be initiated within 6 months or resubmission is required. Projects extended more than 1 month after approved completion date will require an extension review.**

**Fences cannot obstruct the flow of surface water or water in any drainage easement. Maintenance of homeowner’s property outside the fence is the responsibility of the homeowner.**

**PLEASE NOTE: *The following required documents must be submitted for the timely processing of your application.***

<p><b><u>Landscaping Changes</u></b></p> <ul style="list-style-type: none"> <li>✓ Site Plan w/desired location indicated</li> <li>✓ Pictures of trees tagged for removal, if applicable</li> <li>✓ Plant Types &amp; Sizes</li> </ul>	<p><b><u>Fences</u></b></p> <ul style="list-style-type: none"> <li>✓ Site Plan w/desired location indicated</li> <li>✓ Fence Style w/picture</li> <li>✓ Fence Description (material, color, height)</li> </ul>	<p><b><u>Misc. Exterior Changes</u></b></p> <p>(Door, shutters, color changes, roof replacements etc.)</p> <ul style="list-style-type: none"> <li>✓ Description of Item(s) (materials, color, size)</li> <li>✓ Picture of Decorative Item(s)</li> </ul>
<p><b><u>Structures</u></b></p> <p>(Outdoor grill, pergola, play equip, etc.)</p> <ul style="list-style-type: none"> <li>✓ Site Plan w/desired location indicated</li> <li>✓ Picture of Equipment/Structure</li> <li>✓ Landscape Plan, if applicable</li> </ul>	<p><b><u>Additions</u></b></p> <ul style="list-style-type: none"> <li>✓ Site Plan w/desired location indicated</li> <li>✓ Photos of All Side Elevations</li> <li>✓ Floor Plan</li> <li>✓ Materials (type, size, location)</li> </ul>	<p><b><u>Pools</u></b></p> <ul style="list-style-type: none"> <li>✓ Site Plan w/desired location indicated</li> <li>✓ Detailed Description of Pool Space</li> <li>✓ Landscape Plan (type, size, location)</li> <li>✓ Lighting Plan</li> </ul>

**PLEASE NOTE:**

- ❖ All requests must include a site plan with the desired location of changes designated.
- ❖ All fence locations may be required to be staked so that a visual survey can be conducted prior to approval.

**Sonoma Verde Homeowners Association, Inc.**

1506 Bertino Way

Rockwall, TX 75032

Phone: (972) 210-7120

Email: [kadair@ccmcnet.com](mailto:kadair@ccmcnet.com)