

Country Club Estates Homeowners' Association, Inc.
Architectural Control Committee
Owner's/Builder's Proposal for Fence

Dear Owner/Builder:

You have expressed an interest in installing a fence on your property. As you are aware, Country Club Estates subdivision is a restricted community subject to a Declaration of Covenants, Conditions, and Restrictions (CC&Rs) filed with the Guadalupe County Clerk's Office. Please be sure you have read these restrictions thoroughly, as you are required to comply with all of the restrictions. This proposal form is **not** intended to be a substitute for the CC&Rs.

Prior to beginning any construction or making any changes, provide the Architectural Control Committee (ACC) with the following information. The ACC will use this information to determine whether or not to approve your proposal.

Please email your proposal documents or questions to SeguinCCEHOAacc@gmail.com.

REQUIRED INFORMATION - In addition to completing this form, the following must also be provided to the Committee:

A. An accurate scaled plot plan showing:

- the planned location of the fence, including the location and dimensions of all gates,
- all easements and other structures on the property, and
- the existing fences on adjacent properties to show where the proposed fence will attach or align with these fences

B. A photo or illustration of the style and color of the proposed fence.

Lot Number and/or Address: _____

Lot Owner's Name: _____

Lot Owner's Address: _____

Lot Owner's Phone Number: _____

Indicate the type of fence: ☐ Masonry ☐ Wood ☐ Wrought Iron ☐ Other

1) The installing contractor's name, address, & phone number: _____

2) Provide a detailed description of the fencing materials to be used, e.g., brick, stucco, cedar, pine, etc. for pickets, posts, gates, etc. Also, include the color of these materials & any paints/stains to be used: _____

3) Provide the finished height of all sides of the fencing: _____

4) How many stringers will be used? _____ (Note that it is highly recommended to use a minimum of 3)

5) Will pickets be installed with nails or deck screws? _____ (Note that it is highly recommended to use deck screws)

6) Will the fence posts be set in concrete? _____

7) Are there any fences on the lots adjacent to this property? _____. If yes, provide the locations of these fences in relationship to this property (e.g., fence on lot 38 behind this property, and fence on lot 71 to the East of this property, etc.): _____

Also, for each of the adjacent fences state whether you plan to utilize the existing fence or whether you propose to install a new fence parallel to the existing fence? _____

The information provided above is complete and accurate. I acknowledge that I have read the CC&Rs and I am responsible for complying with them as well as Uniform Building Codes, local government rules, plat requirements, and any applicable safety requirements. I agree to provide any additional information requested by the Committee and to allow site inspections related to the installation. If there are any modifications or changes to the original plans submitted, including but not limited to exterior design and materials, color, lot placement, etc., I will submit a new proposal to the Committee for approval prior to beginning construction or making said changes. **I also acknowledge that each finished ("face") side of the fence will be on the outside, unless a written request to change this is submitted to the ACC and approved in writing by the ACC.**

Owner's (Member's) Signature

Date

Country Club Estates Homeowners' Association, Inc.
Architectural Control Committee
Owner's/Builder's Proposal for Fence

For Architectural Control Committee Use Only

Based on a review of the information provided, the Architectural Control Committee

☐

approves the proposal.

☐

does not approve the proposal.

Committee Member's Signature

Date