

PERMIT REQUEST FORM

BLUE BRANCH RANCH PROPERTY OWNERS ASSOCIATION, INC.

ARCHITECTURAL REVIEW COMMITTEE APPROVAL APPLICATION

INSTRUCTIONS: Please submit this form along with a complete set of construction plans for approval (this can be accomplished via email to [arc4bbrpoa@gmail.com](mailto:arc4bbrpoa@gmail.com) ). Please allow up to 30 days for final approval/denial by the Architectural Review Committee (the "ARC"). If you have not received final approval/denial by the end of 30 days, YOU are required to notify the ARC President. Upon receipt of your status query, the ARC has an additional 10 days to respond with their approval/denial of your request. **Construction may not begin until all plans are submitted, and final approval has been given and signed for by the ARC.** Any questions regarding this process should be addressed in writing to the ARC.

RECOMMENDED ACTION BY THE PROPERTY OWNER: The ARC strongly recommends the Property Owner and their Contractor(s) closely review the December 2020 CCRs, Specifically ARTICLES IX, X, & XI, All other Sections as applicable, the Architectural Standards Bulletin, and any other applicable documents published by the ARC, PRIOR to submitting this form for approval/denial. By understanding the neighborhood requirements, it could save the Property Owner time and money.

Applicant Name: \_\_\_\_\_ Lot#: \_\_\_\_\_

Address: \_\_\_\_\_ Home Ph: \_\_\_\_\_

Email: \_\_\_\_\_ Cell Ph: \_\_\_\_\_

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1. Approval Requested (Please check one)

<input type="checkbox"/> Fence Replacement (Exact)	<input type="checkbox"/> Landscaping, Walkways	<input type="checkbox"/> Room/Garage Addition
<input type="checkbox"/> Fence - NEW	<input type="checkbox"/> Irrigation	<input type="checkbox"/> Satellite Dish
<input type="checkbox"/> Deck or Patio	<input type="checkbox"/> Pool	<input type="checkbox"/> Storage/Accessory Building
<input type="checkbox"/> Deck/Patio Cover	<input type="checkbox"/> Playscape	<input type="checkbox"/> Workshop
<input type="checkbox"/> Primary Residence	<input type="checkbox"/> Barn	<input type="checkbox"/> Other

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2. Please Describe Project:

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Note: Construction of any and all improvements approved by the ARC shall commence within 60 Days of its approval. Failure to begin construction within 60-Days of approval will result in building permit expiring and the need to resubmit a new, complete application to the ARC for approval. Construction of the primary residence and landscaping must be completed within a 12-month period. After 12 months fines will be assessed daily until the primary residence construction plan has been completed.

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3. Please submit the following plans and specifications in order to depict the work to be undertaken (submit all, as applicable):

- (a) A professional survey of property showing the location and dimensions of the existing and proposed improvements;
- (b) Timeline for completion of project;
- (c) Floor Plans, including finished floor and ground elevations;
- (d) Landscaping with timeline for completion;
- (e) Exterior locations for all buildings, fences, and other structures;
  - i. This includes storage buildings, well or water tank housing, play houses or tree houses, play areas, dog house or kennels, horse barns, gazebos and arbors.
  - ii. Only appropriate fencing will be approved that is conducive to the landscape of the neighborhood. Examples of acceptable fencing are pipe and cable, wrought iron, vinyl or wood split rail. Perimeter fencing of chain link, barbed wire, or solid wood panel will not be approved. Solid wood panel may be used in certain situations, such as to shield equipment, but not allowed along property lines.
  - iii. Swimming pools, spas, front or back patio covers, arbors, water features, ponds, fountains, all must be approved prior to construction.
- (f) Exterior lighting with location, landscaping, and irrigation plans (no “wash over” of lighting to adjoining property or common areas is permitted);
- (g) Samples of exterior finish materials and color samples
- (h) Provision for drainage with cut and fill detail if change in lot contour is involved; and
- (i) Any other plans, specifications or information requested and deemed pertinent by the ARC.

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4. Notice to Applicant:

The authority of the ARC is derived from Article IX of the Revised and Restated Declaration of Covenants, Conditions, Restrictions, Easements, Charges and Liens for Blue Branch Ranch (the “Declarations”), which states: “ No Structure of any kind shall be erected, placed, constructed, maintained, modified or altered, no Improvement shall be made, no landscaping or hard scape shall be installed on any Lot in the Subdivision, nor shall any clearing or sitework (including specifically the removal of trees or any other vegetation) be commenced, until a complete set of plans and specifications shall have been formally submitted to and approved by the ARC.”

Applicant acknowledges that all improvements must be constructed in accordance with the Design Guidelines set forth in the Declaration in addition to any guidelines or rules adopted by the Association or ARC from time to time. In addition, all improvements must be constructed in accordance with the laws, rules, regulations, and building codes of the governmental authorities having jurisdiction, including but not limited to Hood County. Property Owner is responsible for obtaining and complying with all governmental requirements, restrictions, and approvals including but not limited to water well and septic/aerobic location and specifications. Approval of this application does not constitute approval by any governmental authority.

Approval of this application does not give Applicant the right to enter upon the property of any other owner or the common area in order to perform the construction contemplated by this application.

The Applicant is solely responsible for ensuring that proposed improvements do not encroach upon a public utility easement located on the Property. Applicant hereby releases the Association, ARC, and each of its Directors, Officers, committee members, and agents from and against any liability caused or occasioned by the location of such improvements. Applicant acknowledges that in the event an improvement encroaches upon a public utility easement located on the Property and a public utility provider requires access to such easement, Applicant may be required to remove such improvements to the extent they encroach upon or interfere with use of the public utility easement.

A copy of the Declaration has been distributed via e-mail to all property owners. If you do not have access to the internet, or cannot locate the e-mail containing the Declaration, you may order a copy from the Blue Branch Ranch Property Owners Association, Inc at [bluebranchranch@gmail.com](mailto:bluebranchranch@gmail.com) or a paper copy by written request mailed to Blue Branch Ranch Property Owners Association Inc, P.O. Box 91, Granbury, Texas, or by contacting a member of the Board of Directors directly. You will be charged a fee for paper copies.

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Applicant Signature

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Date Submitted

**SUBMIT THIS APPLICATION TO:**

Frank Lima, ARC Chairman

[arc4bbrpoa@gmail.com](mailto:arc4bbrpoa@gmail.com)

Contact the ARC or BOARD with any questions.

ARC Members		Board of Directors	
Frank Lima – Chairman	817-219-4928	Ray Horn - President	817-845-9125
Brian Muirhead	972-896-9625	Thomas Driscoll – Treasurer	817-471-0514
Jim Waldson	979-204-5231	Warren Furgeson - Secretary	817-437-7628
Danny Creager	817-964-2142		
Danny Paine	817-734-1383		

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For ARC Use Only

Complete Application Received-**Date**

Application Approved-**Date**

Approved      Disapproved      With Conditions

Application Approved with the following conditions:

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Application Disapproved at this time with the following comments:

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See attachment regarding any additional comments.

ARC MEMBER SIGNATURES

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_