

River Ridge Ranch

www.RiverRidgeRanch.org

Property Modification Approval and Process

Each homeowner in RRR is obligated to abide by the Declarations of Covenants, Conditions, and Restrictions (CCR). The CCR's may be obtained from the River Ridge Ranch website. These Deed Restrictions protect our property values by ensuring we remain a quality, safe, and private residential neighborhood.

The Architectural Control Committee (ACC) is a group of volunteers that reviews and rules on requests from homeowners for modifications to their properties. The ACC strives to ensure that all changes conform to the appropriate Deed Restrictions. **Approval from the ACC must be obtained prior to the start of every external modification, improvement, addition, or replacement.** If in doubt about whether ACC approval is necessary, please submit a request.

To submit a request, you may:

- Complete and submit the fillable PDF file from our website www.RiverRidgeRanch.org,
- Complete the form by hand and scan and email to: tblair4063@aol.com

Please attach other relevant documents (proposals, sketches, permits, photographs, etc.) to help the committee understand and visualize your completed project. It is helpful to provide drawings or plans with accurate measurements as well as locations in relationship to property lines and/or other structures. Incomplete requests will be returned for additional information. Incorrect information or changes made after approval will invalidate the approval. Inspections may be conducted to verify that the improvements were completed within submission approval guidelines. Any variance that violates the CCR must be remedied by the property owner at their own expense.

Please send the completed form along with supporting documents to either the e-mail or postal address provided. In most cases, you will receive an answer within 15 days. ACC approvals are good for 6 months. If your project completion extends beyond 6 months, you must request an exception or submit a new request for approval.

Thank you for your understanding and cooperation.

Property Modification Request for Approval

Homeowner Name(s)	E-mail Address
RRR Physical Address	Phone
Project Description	
Materials to be Used. When appropriate (e.g. for shingles), list the brand, style, and grade.	
Color, if applicable (indicate brand name & color name); provide link or send swatch if appropriate	
Dimensions - LxWxH (Indicate pitch, for roof or patio cover)	Will completed project be visible from the street? <input type="checkbox"/> Yes <input type="checkbox"/> No
Location (relationship to your residence and your neighbors)	Check if Project is Already Started <input type="checkbox"/>
Distance from fences and easements, if applicable (attach lot drawing if possible)	Expected Start Date
Describe any possible impact on your neighbors	Expected Completion
How might the modification affect the drainage on any lot?	
If any trees will be removed, tell why, how many, the location(s), whether stumps will be removed, and the plan for replacement	
Has applicant read the relevant CCR's Deed Restrictions? <input type="checkbox"/> Yes <input type="checkbox"/> No	Will neighborhood fencing be removed, even temporarily? <input type="checkbox"/> Yes <input type="checkbox"/> No
Has a building permit been obtained? <input type="checkbox"/> Yes <input type="checkbox"/> Not yet; will be obtained before starting <input type="checkbox"/> Not necessary for this project	
Contractor - name of selected or potential contractor(s) or 'Self'	
Other Info or Details	

Important: Please make your request as complete as possible. Include photos, plans, sketches, drawings, and any other supporting documents to show project's appearance, measurements, plan view, elevations, shape, style, location, and relationship to property lines.

Attachment(s) to be sent

AGREEMENT: I understand that this form has been provided as a courtesy and is a general guideline for modification submissions. I further understand that no work may be performed prior to receipt of written ACC approval, and I agree to abide by the ACC's decision and be bound by the Association's rules, restrictions, and standards. I further understand that there may be no deviation from the terms of the written ACC approval; all deviations must be corrected at the homeowners' expense. I give permission to the Association to inspect my property. I understand that I am responsible for obtaining any necessary government permits.

Signature of Applicant	Date
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Please save completed form with property address as file name, then e-mail form along with supporting documents to: **Tim Blair at tblair4063@aol.com**

For documentation purposes please consider the date you receive your confirmation notice as the date received.