

**TWIN FORKS ESTATES  
ARCHITECTURAL CONTROL FORM (1-29-24 REVISED)**

Please complete and return this form to [twinforksleakey@gmail.com](mailto:twinforksleakey@gmail.com) , ACC in subject line prior to building or adding any of the following structures to your property as per FCIA By-Laws, Covenants, Conditions and Restrictions. These CCR's can be found on the website, [twinforksleakey.com](http://twinforksleakey.com). A construction fee will be added if applicable.

DATE \_\_\_\_\_ NAME \_\_\_\_\_

TWIN FORKS PHYSICAL ADDRESS, LOT \_\_\_\_\_, Street Address \_\_\_\_\_

Contact information: Phone \_\_\_\_\_

Home address \_\_\_\_\_

Email address \_\_\_\_\_  
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**NATURE OF REQUEST: (please check)**

- |   |  |                                 |
|---|--|---------------------------------|
| <input type="checkbox"/> Home building              | <input type="checkbox"/> Mobile Home                                     | <input type="checkbox"/> Barn   |
| <input type="checkbox"/> Storage building           | <input type="checkbox"/> Driveway  | <input type="checkbox"/> Patio  |
| <input type="checkbox"/> Deck /porch                | <input type="checkbox"/> Outdoor Enclosure (greenhouse, outdoor Kitchen) |                                 |
| <input type="checkbox"/> Fence/Wall                 | <input type="checkbox"/> Carport   | <input type="checkbox"/> Garage |
| <input type="checkbox"/> Addition to home or mobile | <input type="checkbox"/> Mobile Home pad                                 | <input type="checkbox"/> RV pad |
| <input type="checkbox"/> Swimming Pool (in ground)  |  |                                 |

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Type of home: ☐ Foundation  
☐ Pier and beam  
\_\_\_\_\_ Sq. feet not including porches, garages, attics

**Mobile Home:** year \_\_\_\_\_ (Must be in "like new" condition)

Dimensions \_\_\_\_\_ color \_\_\_\_\_ Model \_\_\_\_\_  
Manufacturer \_\_\_\_\_

Enclose picture with this application.

**Other Structures:**

Description includes outside dimensions, materials, and color

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Estimated date of starting building or delivery. \_\_\_\_\_  
(120 days to complete outside)

\_\_\_\_\_  
Signature of Owner

**INSTRUCTIONS FOR SUBMISSION:**

- 1) Complete and submit this form prior to any construction, destruction or move in of any pre-made structures at least 30 days before commencing with project.
- 2) Locate your survey pins or use a current surveyor's document to determine placement on the lot. Do NOT Guess.
- 3) Draw a diagram of your lot with dimensions or use your surveyed property diagram. Draw the outline of your proposed construction project (mobile, storage, etc.) on the diagram to show the location of the above item(s). Include the size and shape of the structure and distance from each property line. If it is an addition to present structure, include the addition and present structure as a whole. Estimate date of construction or move in and/or out for mobile home and a set up date for other structures.
- 1) Submit a picture from the dealer/manufacturer or personal photo of mobile home unit, storage unit, barn, carport, or fence/wall. Name of building contractor and a description of home is satisfactory.
- 2) Email this form with ACC in subject line to [twinforksleakey@gmail.com](mailto:twinforksleakey@gmail.com).
- 3) Your form will be reviewed by the Architectural Control Committee composed of 3 of your fellow property owners. This group will accept or reject the plan.
- 4) If your plan is accepted, a signed copy will be returned to you within 3 weeks.
- 5) If your plan is rejected, you will receive written communication as to what other information is needed or recommendations in order to be approved. Your 30 day time line starts over at this point.
- 6) The Board of Directors will examine the Committee's acceptance and will only reject the recommendation if there are discrepancies or if more information is needed.
- 7) You have a right to appeal the denial decision from the Architectural Control Committee or the Board of Directors to the board by presenting your reasoning at a regularly scheduled board meeting or by electronic communication.

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Office Use Only

Document 24-\_\_\_\_\_

Complete AC form and supporting documents received by AC Committee on \_\_\_\_\_.

This Architectural Form was

ACC Signatures

☐ approved

\_\_\_\_\_ Mark Jackson

☐ denied

\_\_\_\_\_ Susan Deagan

\_\_\_\_\_ Mike Crawford

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

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☐

**Construction Fee Required**

**Amount of \_\_\_\_\_ due before delivery or construction.  
Checks payable to FCIA. Outside construction must be  
complete within 120 days of start date.**