

**POPLAR CREEK ESTATES
Architectural Review Committee**

PROJECT APPROVAL REQUEST FORM

Per the PCE Restrictive Covenants, please complete this form and submit it for approval before making any changes to the exterior of your house, such as fences, decks, play equipment, satellite dishes, roofs, or additions among other things. **No work should begin until your request has been approved.** The Covenants allow 45 days for approval of a project. However, turnaround is typically much faster.

Name: _____ Date: _____

Address: _____

Phone: _____ Email: _____

Desired Start Date: _____ Anticipated Length of Project: _____

Project Description: *(Please provide as much detail as possible.)* _____

Materials to be used: _____

Sketch or Illustration of Project: *(Be sure to include all dimensions and show where you intend to build your proposed project, in relation to the location of your house and property lines. Three-dimensional drawings are welcomed. Thanks!)*

PLEASE NOTE: It is your responsibility to build within your property lines. As such, we recommend that you obtain a professional survey, or you may determine your property lines yourself using the property pins. It is also your responsibility to make sure that the placement of any proposed structure will comply with the Poplar Creek Estates Covenants and Restrictions, such as any provisions relating to easements or drainage considerations (i.e., Article VII, Sections One and Three).

To submit this request by email, please scan or photograph this form and any other pertinent documents and email them to the ARC Chairman, using the email address below.

Riley Knight, ARC Chairman
rileyknight@comcast.net
615-406-1783

To submit this request by mail, please mail all documents to the PCE business office at the address below.

Poplar Creek Estates HOA
Architectural Review Committee
P.O. Box 218053
Nashville, TN 37221

If you have any questions, please contact the ARC Chairman using the contact information above.

Sketch or Illustration of Project: *(continued from previous page)*