

All architectural plans shall be submitted to the Secretary of the Eagle Landing Homeowners Association at the following address:

Eagle Landing Homeowners Association  
Attn: Secretary, J. Kenyan  
PO Box 1444  
Hughes Springs, TX 75656

Upon receipt the Secretary will copy the submitted request/plans for the Association files and will then forward the request to the Chairman of the Architectural Committee. If plans are given to an individual member they shall be forwarded to the Secretary, who in turn will give them to the Chairman of the Architectural Committee.

Construction plans must be approved, or denied, by a majority of the Committee. No single member has the authority to approve plans or authorize construction. The Committee has the authority to approve only those items that are covered in Articles X and XI of the Declaration of Covenants, Conditions, and Restrictions.

Any request for a variance requires the approval of the majority of the Board of Directors.

Once plans are approved, or denied, a draft of the letter to the property owner, along with the plans signed by a majority of the committee members, shall be given to the Secretary of the Board of Directors. The Secretary in turn will forward a letter to the property owner informing him/her of the committee's decision.

The approval letter to the property owner will include the following:

1. Approved plans signed by a majority of the Architectural Committee.
2. Copy of Articles X and XI of the Declaration of Covenants, Conditions, and Restrictions.
3. Notice that State law requires Cass County Health Department approval of septic system.
4. Notice that builder must provide a port-a-potty on job site and construction materials must be disposed of by the builder and shall not be put in the Homeowners Association dumpsters.
5. Building Permit with attachment stating that set-backs from property line must be verified by a member of the Architectural Committee before foundation is started. Once the set-backs have been verified, the verifying member shall notify the Secretary for the Association records.

A copy of the approval letter will then be filed in the Association's permanent records.

This process shall be completed within 30 days of receipt of the request, per the Declaration of Covenants, Conditions, and Restrictions.

*Revised 9-2014*