

**Highlands Creek Homes Association
Architectural Review Committee
Change/Addition Request Form**

**To be submitted to the Highlands Creek Homes Association, c/o FirstService Residential Missouri, Inc.,
11125 NW Ambassador Dr., Kansas City, Missouri 64153 or Fax to (816) 454-0661 Attn.: Modifications
Department, Telephone: (816) 414-5300, E-mail: modifications.csc@fsresidential.com**

Homeowners Name: _____ Date: _____

Current Address: _____ Phone: _____

Address of Property: _____ Work Phone: _____

Fax Number: _____ E-mail: _____

Type of change to be made: Please circle the item(s) to be changed or added:

Patio Areas	Play Structure	Deck
Landscaping	Pool	Fence/Screen Walls/Retaining Walls
Painting	Exterior Addition/Alteration	Other _____

Brief description of the change to be made: (A sketch or site plan must be attached. Exterior additions will need the professional seal of an architect or engineer as required. Fences and other walls require design drawings to be submitted.) _____

Describe the materials to be used, including colors, type, etc. Include manufacturer's brochures. _____

The Design Review Committee has not and does not express any opinion regarding the strength, engineering design or safety of said construction project. A building permit should be obtained from the city of Leawood, Kansas for fences, decks and other items required by city code. It is the homeowners responsibility to assure the project is in compliance with all building codes, zoning ordinances and other laws and regulations.

Highlands Creek Architectural Review Committee: **Approved** **Disapproved**

Architectural Review Committee Comments: _____

Date Received: _____

Date Approved/Disapproved by ARC: _____

By: _____

Highlands Creek (Architectural Committee)

Construction Standards

General construction information as stated in the Highlands Creek Homes Association Restrictions

Additional standards established by the Highlands Creek Architectural Committee

- ✓ All **Fences**, except black, decorative iron fences, are prohibited. No chain link or wood fence shall be permitted. *Paragraph 8 (b)(i)*
- ✓ Black, decorative iron fences must be approved by the Architectural Committee prior to installation and shall be four (4) feet in height with a minimum picket spacing of three inches, and a specific style approved by the Architectural Committee. *Paragraph 8 (b)(i)*
- ✓ All **fences** shall be joined to any previously existing fence on adjacent lots and shall be connected no further than the rear corners (as defined by the Approving Party) of the residence. *Paragraph 8 (b)(i)*
- ✓ All **retaining walls** in the front yard, and in a side yard that are viewable from the front of the house, and all driveway retaining walls, shall be poured concrete retaining walls finished in stucco and/or stucco and or/stone or brick to match the house; stacked stone walls, including landscape walls shall not be permitted in these areas. *Paragraph 8 (b)(ii)*
- ✓ All **basketball goals** shall be permanently installed, free standing and not attached to the residence unless the Architectural Committee determines there are compelling reasons for the basketball goal to be attached to the residence. All backboards shall be transparent or painted white and all poles shall be black. Only one Basketball goal per Lot. *Paragraph 8 (b) (iii)*
- ✓ **Wood decks** may include CCA floor joists but all flooring, rims, support beams and posts, etc., shall be finished in cedar or redwood and the decks shall be painted or stained to match the residence. *Paragraph 8 (b) (iv)*
- ✓ All **recreational or play structures** shall be located behind the back building line of the residence, no closer than thirty (30) feet to any side property line and no closer than twenty (20) feet to any rear property line. *Paragraph 8 (b) (v)*
- ✓ No **above-ground swimming pools** shall be permitted. *Paragraph 8 (b) (vi)*
- ✓ Animal runs, portable basketball goals, tennis courts, sport courts, tree houses, detached greenhouses and other detached outbuildings are prohibited. *Paragraph 8 (b) (vii)*
- ✓ **Exterior holiday lights** shall be permitted only between November 15 and January 15. *Paragraph 8 (j)*

The Architectural Committee has the right to approve any exceptions to the above standards and those standards not listed as per the Highlands Creek Homes Association Restrictions. Exceptions to the Restrictions must be approved prior to beginning construction. Prior approval is necessary before any exterior changes may be made to your residence. For a complete list please review the Highlands Creek Restrictions and if you do not have a copy please contact the Modifications Department at FirstService Residential at modifications.csc@fsresidential.com or the Customer Care Center at 816-414-5300.