



Procedures for RV, FEMA TRAILERS Application

1. Resident or Dealer will come into office and fill out application form.
Pay ALL fee(s) and/or violations due before form can be approved by A.C.C. Request and Approvals must comply with the Deed restrictions.
2. Homeowners must furnish photos with unobstructed view of front, back and both ends, NO damaged, wrecked or dilapidated homes will be permitted. They must be recommended by the ACC, and approved by the majority of the board before it will be permitted. **Submit with form.**
3. Draw the Site plan showing the location of the home on the lot, indicating the distance from property lines. **Submit with form.** All PAD Sites must be approved by the ACC.
4. Must furnish copy of agreement to install septic System to meet Cherokee County and Texas Rules and Regulations for Septic Systems and copy permits issued. **Submit with form.**
5. Property owner must furnish proof of lot ownership with this form. Dealer must have copy of Warranty Deed attached to form.
6. Show proof All Maintenance/Roads fees are current prior to approval.
7. Culvert must be installed before entry of mobile home, unless A.C.C. states culvert is not necessary in writing and attached to form.

Regardless of time traveled, FINAL inspection for Approval will be at the front gate before entry will be permitted. A copy of this form signed by an ACC member and property owner must accompany the homes and driver before entrance will be granted.

You must give at least (5) day notice to the ACC or Office before home is moved, so we may inspect at the gate for final approval.

The home cannot be occupied temporarily or permanently, until all utilities and the septic system is installed.

A copy of the Home Application form will be returned to you within (15) days after the on-site inspection.

THERE WILL BE NO EXCEPTIONS!

**SHADYBROOK ARCHITECTURAL CONTROL COMMITTEE
RV, FEMA TRAILERS APPLICATION**

PROPERTY OWNER(S) NAME: _____ DATE: _____

ADDRESS: _____ CITY: _____ STATE: _____

PHONE NO.: _____ UNIT(S): _____ LOT(S): _____

HOME DESCRIPTION

MAKE _____ SERIAL NO: _____ YEAR _____

EXTERIOR & TRIM COLOR _____ HOMESTEAD: YES ___ NO ___

Type Skirting _____ Must be in place sixty (60) days of move in date or fine of up to \$100.00 can be assessed.

Circle one Home is: New or Used

REGARDLESS OF THE DISTANCE TRAVELED, FINAL INSPECTION FOR APPROVAL WILL BE AT THE GATE BEFORE ENTRY IS PERMITTED. A COPY OF THIS FORM SIGNED BY THE ACC MEMBER AND PROPERTY OWNER MUST ACOMPANY THE HOME BEFORE ENTRANCE.

APPROVED TO ENTER FRONT GATE YES _____ NO _____

I understand the following in submitting this application:

- All request and approvals must comply with Deed Restrictions.
- Homeowners must furnish photos with unobstructed view of front, back and both ends. No damaged, wrecked or dilapidated homes will be permitted. form. **Submit photos with this form.**
- Draw the site plan showing the location of the mobile home on lot, indicating the distance from property lines. **Submit drawings with this form.**
- Must furnish copy of agreement to install Septic System to meet Cherokee Co. and Texas Rules and Regulations for septic Systems, and a copy of permits issued. **Submit with this form.**
- Property owner must furnish proof of ownership with this form and show proof **ALL FEES** are current prior to approval. Dealer must have copy of Warranty Deed attached to this form.
- Culvert must be installed before entry of mobile home, UNLES ACC states culvert is not required in writing on this form. Culvert required YES _____ NO _____.
- You must give at least five (5) days' notice to the ACC before home is moved in.
- The home cannot be occupied temporarily or permanently, until all utilities and the septic system is installed.
- ALL PAD SITES MUST BE APPROVED BY A MEMBER OF THE ACC.

Date

Date Approved

On-Site Inspection Approved____

Property Owner Signature

Architectural Director Signature

On-Site Inspection NOT Approved____