

## **Architectural and Landscaping Changes Form**

Millard Park Townhomes II Association, Inc

### **IMPORTANT: PLEASE READ BEFORE COMPLETING YOUR REQUEST**

Congratulations! You are taking the first step toward improving your home. Millard Park Townhomes II Association is a neighborhood governed by your Homeowners Association with covenants and bylaws. When making changes to your property, you must complete the attached request form with the information regarding the changes you are considering. The Board of Directors must approve your planned changes to ensure they comply with the covenants and bylaws.

Project Procedures and Rules:

1). Do NOT commence work on your improvement or change until you have received approval to proceed.

2). Diggers Hotline must be contacted when shrubs or trees are to be planted. Contact them online at: [www.ne1call.com](http://www.ne1call.com) or dial 811.

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3). When planning landscaping changes, you must consider the mature size of the trees and shrubs. If the mature tree/shrub will hang into your neighbor's lot, the planting location must be adjusted. Also, please allow enough space between the mature planting and your home.

Planting too close to your home may impair the exterior painting or damage the foundation of your home.

4). Underground sprinklers may be impacted with landscape changes. All costs are the homeowner's responsibility. Any architectural changes made without verifying location of underground sprinklers that result in damage to the sprinkler system are the homeowners responsibility.

5). Homeowners on each side of your property will need to sign off approving your plan (if a town home, one of them will be attached to you).

6). Re-roofing units of a townhome should be done at the same time with every effort made to match the previous roof color. If there is minimal damage to the roof of one unit, the roofing material should be matched.

- Relevant covenant information is attached for your reference.

**FIRST AMENDED AND RESTATED DECLARATION OF**

**COVENANTS, CONDITIONS, RESTRICTIONS AND EASEMENTS OF  
MILLARD PARK TOWNHOUSE II, INC., SARPY COUNTY, NEBRASKA  
ARTICLE I  
RESTRICTIONS AND COVENANTS**

2. No residence, building, fence, wall, driveway, patio, patio enclosure, swimming pool, basketball backboard, dog house, tree house, antenna, satellite receiving stations (discs) (except as permitted in Section 9), flag pole, solar heating or cooling device, tool shed, storage shed, potting shed, wind mill, clotheslines or laundry lines, swing or playset, or other external improvement, above or below ground (herein referred to as any "improvement") shall be constructed, erected, placed or permitted to remain on any Lot, nor shall any grading or excavation on a Lot be commenced, except for Improvements which have been approved by the Association as follows:

- a. An Owner desiring to erect an Improvement shall deliver two sets of constructions plans, landscaping plans, fencing plans and plot plans to the Association (herein collectively referred to as the "plans"). Such plans shall include description, type, quality, color and use of materials proposed for the exterior of such Improvement. Concurrent with submission of the plans, Owner shall notify the Association of the Owner's mailing address.
- b. The Association or its appointed committee shall review such plans in relation to the type and exterior of improvements constructed, or approved for construction, on neighboring Lots and in the surrounding area, and any general scheme or plans formulated by the Association. In this regard the Association intends that the Lots shall be developed in this residential community with homes constructed of high quality materials. The decision to approve or refuse approval of a proposed Improvement shall be exercised by the Association to promote development of the Lots and to protect the values, character and residential quality of all Lots. If the Association determines that the proposed Improvement will not protect and enhance the integrity and character of all the Lots and neighboring Lots as a quality residential community, the Association may refuse approval to the proposed Improvement.
- c. A Notice of Approval of the proposed Improvement by the Association's Board of Directors or its appointed committee must be received by the Owner before the commencement of the project. If the Owner does not receive a Notice of Approval nor a Notice of Denial within forty five (45) days after the date of submission of the plans, then the owner can consider them approved.

6. No flat or mansard roof shall be permitted on any dwelling. The roof of all Improvements shall be covered with materials approved at the discretion of the Association, in compliance with the Association's roofing material approval guidelines.

7. Exterior painting of all Improvements shall be limited to existing earth tone colors, unless otherwise approved by the Association.

14. No fence shall be permitted to extend beyond the rear wall of the main residential structure, unless approval is first obtained from the Association. Under no circumstances shall a fence be permitted closer to any adjoining street than the property line. Unless otherwise approved by the Association, all fences shall be six (6) feet high and shall be constructed of wood, decorative iron, brick or stone. Any fence shall be uniform in height and character. Wire or chain link fences shall not be permitted. Temporary or permanent barbed wire, and/or electrified fences are strictly prohibited.

**Owner Application for Project Approval**

Date Submitted \_\_\_\_\_

**Owner Information:**

Name \_\_\_\_\_ Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work/Cell Phone \_\_\_\_\_

**Brief Description of Project:** (May use back of sheet)

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**Attach a diagram or drawing, as necessary.**

**Contractor Information:**

Company Name \_\_\_\_\_ Contact Person: \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

**Signature of Owners of Adjacent Townhomes or Villas:**

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**Estimated Start Date:** \_\_\_\_\_ **Estimated Completion Date:** \_\_\_\_\_

**Architectural Control Committee Action:**

\_\_\_\_ Approved by \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_ Denied (Additional information requested; application will  
be reconsidered.)

\_\_\_\_ Denied - Reason(s) described below.

**Architectural Control Committee Comments:** \_\_\_\_\_

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