



August 7, 2024

The Estates of Tour 18 Homeowner,

In an effort to streamline the DRC process we have put together a quick explanation of how your requests are handled.

1. Please send a complete DRC request along with the appropriate Impact Fee and Refundable Deposit (if applicable) to Legacy Southwest to be reviewed for completeness. If more information is needed, they will reach out to the homeowner or contractor and obtain the supporting documentation. No DRC request will be submitted to the DRC committee for review until payment in full of both Impact Fee and Deposit is received.
2. Payments can be mailed to *The Estates at Tour 18 c/o Legacy Southwest Property Management 8668 John Hickman Pkwy #801 Frisco, TX 75034* or through the CINC online portal
3. The request is then submitted to the DRC Committee for review. The DRC may return the request to Legacy with questions or take a vote. (Approve, Approve with stipulations, or deny). Please note that the DRC has up to 30 days to respond.
4. Homeowners will be notified of the committee's decision.
5. Construction hours are as follows:

November 1 to April 30

7:00 am to 5:00 pm – Monday through Friday

9:00 am to 5:00 pm – Saturday,

Sunday and Holiday's – No work is allowed

May 1 to October 31

7:00 am to 6:00 pm – Monday through Friday

9:00 am to 6:00 pm – Saturday,

Sunday and Holiday's – No work is allowed

6. Once you have completed construction, and all debris is removed from the property, please contact Legacy Southwest to request a refund of your deposit. They will review that no violations or damage took place and that the construction site is in fact cleaned up and notify you that your refund has been processed. Please note that refunds can only be issued to the homeowner and not a contractor.

Please reach out to your property manager, Michelle Dando at michelle@legacysouthwestpm.com if you have any questions regarding this process.

Sincerely,

Management

8668 John Hickman Pkwy., Suite 801
Frisco, TX 75034

PHONE 214-705-1615
WEBSITE www.LegacySouthwestPM.com