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# Do You Like Mira Lagos HOA On Facebook?

The number of users on our neighborhood Facebook page is growing! On our page you will find information to enhance your knowledge of the community.

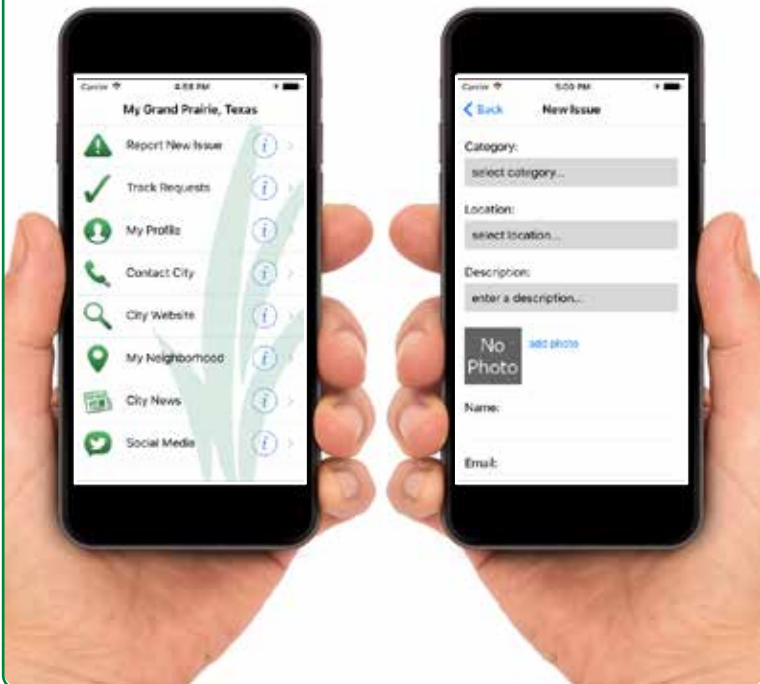


[facebook.com/miralagoshoa](https://facebook.com/miralagoshoa)  
Like your page today!

*The MiraLagosHOA Facebook page is managed by the Communications Committee and is just for fun! A volunteer will reply to comments when appropriate, but customer service is not provided through the page. If you need homeowner assistance, please contact FirstService Residential Management directly. Association Contact Information is on page 2.*



My GPTX is the official mobile app for the City of Grand Prairie, Texas, designed to be a convenient tool for residents to keep in touch with their city.



## Association Contact Information

[www.miralagoshoa.com](http://www.miralagoshoa.com)

[www.texas.fsrconnect.com/miralagos](http://www.texas.fsrconnect.com/miralagos)

### On-Site Management

Stacy McGrath, General Manager  
manager@miralagoshoa.com

Brent Toncray, Assistant Manager  
Brent.Toncray@fsresidential.com

Cynthia Prox, Administrative Assistant  
Cynthia.Prox@fsresidential.com

Brandy Roberts, Lifestyle Administrator  
Brandy.Roberts@fsresidential.com

### Office Hours

Tuesday - Saturday  
8:30 a.m. - 4:30 p.m.  
Closed Sunday and Monday.

(817) 473-6787 Office  
(817) 473-4978 Fax

**FirstService Residential 24/7  
Customer Service**

(877) 378-2388

### Mail Payments To:

Clubhouse & On-Site Office  
3025 S. Camino Lagos, Bldg. 1  
Grand Prairie, TX 75054

Mira Lagos Homeowner's Association  
c/o FirstService Residential  
PO BOX 62024  
Newark, NJ 07101



### Committee Chairs Chair Meetings: Bi-monthly



#### Communications

Jeanne Spare  
communications@miralagoshoa.com  
Meetings: monthly

#### Social

Valorie Felix and Anita Walker  
social@miralagoshoa.com  
Meetings: 2nd Wednesday monthly

#### Landscape

Verna Hicks  
landscape@miralagoshoa.com  
Meetings: 1st Wednesday monthly

#### Welcome

Susan Kennedy  
welcome@miralagoshoa.com  
Meetings: monthly/electronically

#### Pool and Sports

Alex Marques  
poolandsports@miralagoshoa.com  
3rd Tuesday (Apr-Sept)

#### New Members welcome on all committees!

#### Board of Directors

Joshua Spare, President  
Eric Blackwell, Vice President  
Ken Self, Director  
Deirdre Garrett, Director  
John Hughes, Director  
board@miralagoshoa.com

#### Safety

Robert McLain, Chairman  
safety@miralagoshoa.com  
Co-chair: Cheyenne McLain  
Meetings: 1st Tuesday monthly

## Mira Lagos Messenger

Is the only authorized and official monthly publication for the residents of the Mira Lagos Community with news and calendar of community events endorsed by the Mira Lagos HOA & its members.

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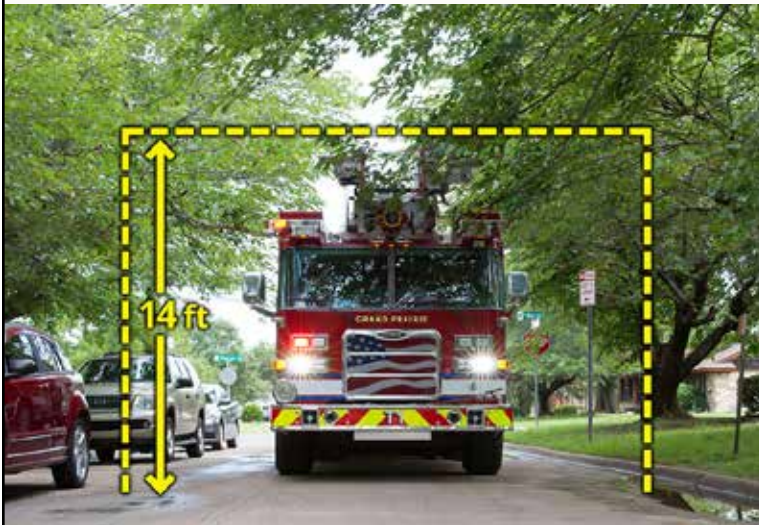
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*Mira Lagos does not in any way endorse or support, nor does it take any credit or responsibility for the services, paid or volunteer, nor the statements made in articles or letters published herein not endorsed by the association or the group decision of the Board of Directors.*

# LANDSCAPING TIPS

For an attractive landscape and weed-free lawn in the spring, use the following maintenance tips as a guide for preparing your lot to be at its best:

- prevent weeds by applying a pre-emergent in mid-February
- prune trees by removing lower branches (liming up or crown raising)
- trim and shape bushes and shrubs
- pull weeds
- remove and replace dead plant material in existing flower beds
- water when the chance of frost/freeze has passed and weather warms



## Did you know?

Removing lower tree branches, called liming up or crown raising, is done for our convenience not the health of the tree. The City of Grand Prairie requires tree branches overhanging the street to be 14' high to allow clearance for firetrucks and other vehicles. Removal of lower limbs also allows for pedestrian clearance and more sunshine to reach the lawn to grow grass.

The City of Grand Prairie has additional helpful pruning tips at [gptx.org](http://gptx.org).

## Deadline to File Applications for Place on the May 1, 2021 Ballot

Applications for a place on the City of Grand Prairie Regular Election ballot for Council Member, District 5; Council Member, District 6; and Council Member, Place 8 At Large may be filed from January 13, 2021 through February 12, 2021. Office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday. Visit [gptx.org](http://gptx.org).

# “I FOUND IT”



Our January *Something Hidden* winner is the **Loughlin family** from La Tierra Village. The cozy fireplace was hidden on page 8.

Thank you for reading the Messenger!



## Something Hidden

Can you find the red cardinal hidden in this issue? Find it and email [manager@miralagoshoa.com](mailto:manager@miralagoshoa.com) to be entered into a random drawing to win a \$25 gift card and have your photo featured in the Messenger.

Put “I FOUND IT” in the subject line of your email and provide the page number the image is on, with your name, address and phone number.

Thank you for reading the Mira Lagos Messenger!

## Members Responsibilities

Read and comply with governing documents.

Maintain your property according to established standards.

Vote in community elections.

Pay association assessments and charges on time.

Request and obtain approval prior to making changes, additions or modifications to your property.

Provide current contact information to association leaders and managers to help ensure you receive information from the community.

Ensure those who reside on your property (e.g., tenants, relatives, friends) adhere to all rules and regulations.

# CITY OF GRAND PRAIRIE EVENTS

www.gptx.org

## City Council Meeting

February 2 and 16 | 6:30 PM

City Hall  
300 West Main St.  
Grand Prairie, Texas 75050  
Information: 972-237-8035

City Council meetings are held monthly in the City Council Chambers inside City Hall. City meetings and videos can be watched online at [www.gptxtv.org](http://www.gptxtv.org).

## Planning & Zoning Commission Meeting

February 8 and 22 | 6:30 PM

City Hall  
300 West Main St.  
Grand Prairie, Texas 75050  
Information: 972-237-8255

Planning & Zoning meetings are held monthly in the City Council Chambers inside City Hall. City meetings and videos can be watched online at [www.gptxtv.org](http://www.gptxtv.org).

## Lunar New Year

February 5, 6, 7 and 13, 14

Asia Times Square  
2625 W. Pioneer Parkway, Grand Prairie, Texas 75051  
Cost: Free entry and parking. Food available for purchase.

Asia Times Square invites you to the Lunar New Year Festival, Year of the Ox. The festival celebrates the coming of the lunar year in Asian culture. Highlights:

- Cultural foods, from traditional, homemade to popular State Fair items
- KPOP dances everyday
- Kids activities
- Diverse performances, singing and dancing from various cultural groups
- Games on-stage every night (with prizes of course!)
- Flower market and promotion programs at Hong Kong Market

All events subject to change. Confirm status before attending.



## Annual Assessments

Annual assessments are due on or before January 30, 2021. On January 31st payment is late. Payment plans are available. Assessments can be paid online or should be made to:

Mira Lagos HOA  
c/o FirstService Residential  
PO BOX 62024  
Newark, NJ 07101-9060

If you have any questions, contact a FirstService Residential team member at the HOA office by emailing [admin@miralagoshoa.com](mailto:admin@miralagoshoa.com) or call Account Services at 877-378-2388.



## Mira Lagos HOA Clubhouse Rental Information

*Clubhouse reservations are only accepted with the approved occupancy recommended by the CDC until further notice.*

\$500 Deposit (refundable)  
\$50/hour, minimum 2 hours

Capacity 150, tables and chairs included in rental

### Cleaning Fee

\$75 (non-refundable after 4pm)  
Tuesday – Saturday, All Day Sunday & Monday  
\$35 (refundable before 4pm) Tuesday – Saturday

### Alcohol

\$45/hour additional security for  
Grand Prairie Police Officer (office staff arranges)  
TABC licensed bartender (your choice)

### NO HOLIDAY BOOKINGS

Information: [admin@miralagoshoa.com](mailto:admin@miralagoshoa.com)  
Reservations: [reservations@miralagoshoa.com](mailto:reservations@miralagoshoa.com)

Reservations must be confirmed with a signed contract and deposit thirty days prior to the reserved date. Cancellations less than two weeks prior will result in loss of deposit.



## February Flag Holidays

The flag should be displayed from sunrise to sunset on all days, but especially on the following national and state holidays:

 Lincoln's Birthday	February 12
 Washington's Birthday	February 15 (3rd Monday)
 Presidents Day	February 15

## Mayor's 70 for 70 Photos

• [gptx.org/70for70](http://gptx.org/70for70) •

Grand Prairie Mayor Ron Jensen celebrated turning 70 on December 27th. When the *Mayor's 70 for 70 Program* Avatar visited the Clubhouse, residents participated in the celebration by taking a photo and sharing it! #MayorJensen70for70 #MLHOAClubhouse



SCAN ME

For the latest news on the Coronavirus from the City of Grand Prairie scan this QR code.

CALL ME AT  
325-374-2651

AND ASK ABOUT:

A FREE MARKET ANALYSIS

FREE STAGING CONSULTATION

Client testimonial:  
"Kim is such an experienced & knowledgeable realtor. She is outstanding in her work ethic, a true professional."  
Grace G.

## GREAT AGENTS GET GREAT RESULTS!



### What is your home worth?

Average selling price – \$369,738  
Average price per sq. foot – \$130.75  
Selling Price % vs Listing Price – 100.37%

Based on MLS data for December of 2020\*, available homes in the 75054 area are hard to find which puts you as a seller at a great advantage. As your listing agent, I can help you get the most for your home!



I have the answers, the expertise, and the knowledge to help you make the best business decisions when selling your home. In today's market, it's imperative to find the right realtor to list your home...call me today for guaranteed results!

Kimberly Korfe, 0595283  
The Kim Korfe Group  
325-374-2651

KimKorfe@Remax.net  
5103 Magna Carta Blvd. Ste 150  
Grand Prairie, TX 75054

\*MLS 4 JANUARY 2021

# WHAT'S HAPPENING

Mira Lagos HOA Upcoming Events & Activities



## NOTICE OF ANNUAL MEETING AND ELECTION

You are invited to participate in the 2021 Mira Lagos HOA Annual Meeting and Homeowner Board Member Election.

**Thursday, February 25, 2021**

7:00 PM meeting  
Virtual via Zoom

This meeting will include a management overview, budget review, and Board Member election results. Two residents will be elected to the Mira Lagos Homeowner's Association Board of Directors to fill the vacancies of the expiring terms of Homeowner Directors. Nominations closed January 21, 2021.

An Annual Meeting Notice and Election Proxy will be mailed to each homeowner. All voting will be done by proxy in advance of the virtual meeting. To vote, your completed proxy form must be received at the HOA office no later than the close of business (4:30 p.m.) the day before the Annual Meeting.

*Please direct questions to:*

Stacy McGrath, General Manager  
manager@miralagoshoa.com  
(817) 473-6787

# WHAT'S HAPPENING

Mira Lagos HOA Upcoming Events & Activities

## FITNESS CENTER

5:00 A.M. - 9:00 A.M.  
2:00 P.M. - 8:00 P.M.

Please observe the following rules when enjoying this members-only amenity.

- NO GUESTS ALLOWED
- Members age 14+ must show their **Mira Lagos HOA Photo ID Access Card** for entry.
- Members must be current on dues.
- Monitors will maintain occupancy.
- No access cards are enabled at this time.
- Social distancing encouraged

Limited hours and occupancy restrictions remain in effect in compliance with local COVID-19 orders.  
The Fitness Center will be closed on holidays when the HOA office is closed during COVID-19 restrictions.



### Mira Lagos HOA On-site Office 2021 Holiday Closures

The on-site office is open Tuesday through Saturday with the following exceptions in observance of these 2021 holidays.

**Easter** (Sunday, April 4)  
Saturday, April 3 | **Closed**

**Memorial Day** (Monday, May 31)  
Saturday, May 29 | 8:30 am - 12:30 pm  
Tuesday, June 1 | **Closed**

**Independence Day** (Sunday, July 4)  
Saturday, July 3 | **Closed**

**Labor Day** (Monday, September 6)  
Tuesday, September 7 | **Closed**

**Thanksgiving** (Thursday, November 25)  
Thursday, November 25 | **Closed**  
Friday, November 26 | **Closed**

**Christmas** (Saturday, December 25)  
Friday, December 24 | **Closed**  
Saturday, December 25 | **Closed**

24/7 FirstService Residential Customer Service  
877-378-2388 • [www.texas.fsrconnect.com/miralagos](http://www.texas.fsrconnect.com/miralagos)

The Fitness Center will also be closed on these dates while COVID-19 restrictions are in effect.



## HOMEOWNER YOGA

Virtual / Mira Lagos Clubhouse

**Monday, February 1 | 6:30 p.m.-7:30 p.m.**  
Strength & Stretch, Dai Trang Flake (E-RYT)

**Monday, February 15 | 6:30 p.m.-7:30 p.m.**  
Strength & Stretch, Kim Bair (RYT)

Classes available to Mira Lagos HOA Residents only. Reservation and HOA photo ID access card required. Class size limited. Virtual available upon request. Details subject to change. Reservations, cancellations and questions accepted via the Schedulicity link.

REGISTER ONLINE

<https://www.schedulicity.com/scheduling/CYBDEW>

# WHAT'S HAPPENING

Mira Lagos HOA Upcoming Events & Activities

## MIRA LAGOS **YARD OF THE MONTH** MIRA LAGOS



**T**he Yard of the Month landscaping contest will begin in late spring. In this competition, residents participate for bragging rights, recognition, and a prize from the Landscape Committee.

Each property will be judged on the overall quality and beauty of its landscaping. Lots with the best maintenance and appearance, including a neatly mowed and edged yard and weed-free/grass-free flowerbeds and tree rings will be selected as winners by the Landscape Committee.

Send nominations to [landscape@miralagoshoa.com](mailto:landscape@miralagoshoa.com). If you have any questions about the landscaping guidelines for our community, please refer to our governing documents (CC&R's) available by logging into your FirstService Residential account.

All events are subject to change. Updates may be found in your homeowner eNews and on the Mira Lagos HOA Facebook page at [www.facebook.com/MiraLagosHOA](http://www.facebook.com/MiraLagosHOA).



### CAPTURE MIRA LAGOS

*Your photography could be featured in the Messenger!*

We want to see the beauty of Mira Lagos through your eyes! Submit your best photo of the most beautiful natural settings in the neighborhood. We have stunning sunsets, amazing wildlife and magnificent backdrops for community activities.

Capture the moment then email [communications@miralagoshoa.com](mailto:communications@miralagoshoa.com). Include the photographer's full name and address along with a photo caption and a description of the location featured in the photo.



Bill Devine  
"Christmas Cheer"  
Pond in Valencia





## Ducks – Part 1

### Please Help the Waterfowl

Human food is junk food for ducks and geese. Feeding waterfowl is not good for them or the environment.

Grand Prairie parks and local ponds are home to many kinds of colorful ducks and geese that we all love. While feeding the ducks is a tradition in many families, eating bread and other human food is not good for them. Nature provides them with everything they need to stay healthy.

It may be hard to imagine that a handful of bread or a stray french fry could hurt the birds. But in most cases, one well-intentioned person leaves, and another soon arrives, and before long, the birds are only eating human food.

### Why is human food bad?

Foods such as bread, popcorn and chips are tasty to humans, but don't provide the nutrients waterfowl need to survive. Waterfowl that are malnourished or devoid of vital nutrients result in:

- the development of deformed wings (propeller wings)
- a decrease in reproductive rates
- an increased susceptibility to predators
- the loss of flight ability
- lowered energy
- lowered life expectancy

### Typical waterfowl diet:

- Grass, weeds and clippings
- Earthworms
- Small fish and fish eggs
- Small crustaceans
- Algae, aquatic plants and roots
- Frogs, salamanders and other amphibians
- Aquatic and land insects
- Seeds and grain
- Small berries, fruits and nuts

#### Find out more about Texas wildlife.

Please Help the Waterfowl | [www.gptx.org](http://www.gptx.org)

Texas Parks and Wildlife | [tpwd.texas.gov](http://tpwd.texas.gov)

U.S. Fishing & Wildlife Service | [www.fws.gov](http://www.fws.gov)

# BAG THE BAG! GRAB THE BIN!

## DON'T BAG RECYCLABLES! HERE'S WHY.

Blue recycling bags have been popular for years but hinder the recycling process by causing tangles and wrapping around equipment at the recycling sorting facility. Plastic bags can damage the machines and cause the sorting process to shut down.

Takes these steps to be a better recycler.



### 1 DON'T BAG YOUR RECYCLING!

Effective January 1, 2021, we will no longer collect recycling in blue bags (or other plastic bags). Recycling should be placed loose in your green recycling bin.



### 2 GRAB A BIN!

One 18-gallon green bin per household is supplied by the City. Additional bins can be purchased for \$5 each at the City's landfill.



### 3 REUSE YOUR BLUE BAGS!

Blue recycling bags can be used to line your indoor trash bins or as doggy doo bags. Please place in regular trash bags before putting on the curb.



### 4 RECYCLE BETTER!

The following items can go in your green recycle bin:

- Plastic bottles and containers, leave the lids on
- Glass bottles and jars, any color or shape
- Paper, newspaper, magazines, phones books, junk mail
- Cardboard-please flatten
- Aluminum, steel, and tin cans
- Cartons (juice, milk)

Make sure all containers are clean, empty, and dry!

### QUESTIONS?

EMAIL: [RECYCLING@GPTX.ORG](mailto:RECYCLING@GPTX.ORG)

CALL: 972-237-8061

Grand Prairie  
— T E X A S —  
SOLID WASTE AND RECYCLING

[WWW.GPTX.ORG/RECYCLING](http://WWW.GPTX.ORG/RECYCLING)

# 2020 Christmas Decorating Contest Winners

Congratulations to the winners of the annual Christmas Decorating Contest for 2020. Thank you to everyone who participated to make the month of December merry and bright!

*El Llano*



7232 DARSENA



7328 DARSENA

*Cas Brisas*



7247 NEBLINA DR



2811 TERROSA DR

*Cas Brisas*



2715 NEBLINA CT



2743 NEBLINA CT

*Valencia*



2739 FERDINAND



7324 ESTELA



2731 EXPLORADOR



7235 FRONTERA

*Marbella*



3052 ENGLAND PKWY



2911 ENGLAND PKWY

*Bella Vista*



3008 PAMPLONA



7224 PORTILLO

*La Pradera*



3212 FLUVIA



7371 GALLO

*El Arroyo*

*La Tierra*



2847 PINO



7243 ORILLO

*La Jolla*



2644 BONITA DR



2651 CORONA DR

*El Mirador*



2808 PESCADERO



6856 ENSENADA

*Sonora*



6913 NAVA



6929 NAVA



3007 LARETTA



3036 NADAR

*Cordova*



7048 PLAYA



2927 BAHIA

*La Ensenada*



7003 FLAMENCIA



7008 PALENCIA

*Escondido*



7016 N SERRANO



7027 N SERRANO

*El Sendero*



## Resident Run Clubs & Activities

*For Homeowners by Homeowners*

### BOOK CLUB

Host: Marlow McGuire, miralagosbookclub@gmail.com

### NETWORKING CLUB

Host: Marlow McGuire, miralagosnetworkingclub@gmail.com

### RUNNERS CLUB

Host: Alex Marques, ctasr@yahoo.com

Our club focus is on creating a low-pressure, social community through shared interests in fitness and fun. Anyone looking to train for their first 5k or their 10th marathon, or meet new friends, or just run through the neighborhood is welcomed.

### INVESTMENT CLUB

Host: Alex Marques, ctasr@yahoo.com

Like-minded individuals focused on investing and wealth preservation. We are meeting every other Friday at 12 p.m. currently online.

### YOUR CLUB HERE

Email the Communications Committee at communications@miralagoshoa.com to list your neighborhood club in the next Mira Lagos Messenger.

*Social distancing is recommended to stop the spread of coronavirus. Clubs are initiated and hosted by residents. The Homeowners Association does not endorse any resident club or activity and does not endorse products, services or postings by such groups. Dates, times, locations and other details may change. Contact the host for details.*



[mansfieldisd.org](http://mansfieldisd.org)

**February 12: Districtwide Holiday**

**February 14: Valentine's Day**

**February 15: Presidents Day Holiday**

**(Bad Weather Makeup Day #1)**

**February 19: Early Release Day**

**February 22 – April 9: 5th Grading Period**


**#WeAreMISD** | *Calendar subject to change.*




## Grand Prairie Library

[gptx.org/library](http://gptx.org/library)

Grand Prairie Libraries are continuing to host programs virtually. Programs are conducted through Facebook, Instagram, Zoom and Google Classroom to provide easy access to select programs. Virtual programs require registration. Please continue to check [www.gptx.org/library](http://www.gptx.org/library) for up-to-date information and links.

 [facebook.com/grandprairielibraries](https://facebook.com/grandprairielibraries)

 @Grand\_Prairie\_Libraries @GPLibraryTeens

### First Fridays

**February 5 | 1:00 p.m. - 2:00 p.m.**

Select Fridays: February 5, March 5, April 9, May 7 at 1 p.m.  
Virtual program via Zoom

Registration is required. Email [kolabode@gptx.org](mailto:kolabode@gptx.org).

Join us for a special STEAM programming for special needs teenagers and adults. Supplies will be available for pick up or drop off.

### Sunday Funday: Let's Meal Prep!

**February 7 | 3:00 p.m. - 4:00 p.m.**

Virtual program via Zoom

Email Marie at [mmatos@gptx.org](mailto:mmatos@gptx.org) to register.

Don't know what to prep for next week's meals? Join us as we prep meals together and on a budget. This will be the final session on substitutions and creative recipes allowing you to make meal planning a part of your routine.

### Beyond the Book

**February 2, 9, 16, 23 | Tuesdays at 11 a.m.**

Virtual program via Facebook Video

Go beyond the book with this fun and engaging program that is perfect for curious minds. Follow Ms. Jennifer around the library and Grand Prairie as we learn about the world around us!

*All events subject to change. Confirm status and reservation beforehand.*



## Holiday Décor

Please keep outdoor decorations seasonally appropriate and remove holiday specific decorations within 30 days of the holiday in which they relate.

Thank you.

## Mira Lagos Homeowners Association - ACC Property Modification Approval Request Form

Mail, email or drop off this request, along with all supporting documents, drawings, photographs, etc. to:  
 Mira Lagos HOA  
 3025 S. Camino Lagos  
 Grand Prairie, Texas 75054  
[admin@miralagoshoa.com](mailto:admin@miralagoshoa.com)

As each of us bought our property in Mira Lagos, we agreed by our signatures to abide by the Declaration of Covenants, Conditions and Restrictions (a.k.a. CCRs or Deed Restrictions, found online at <https://miralagos.connectresident.com/>).

The Deed Restrictions protect our property values by keeping Mira Lagos a highly desirable place to live. ACC (Architectural Control Committee) approval must be obtained prior to the start of your project. **The ACC approval process could take up to 45 days as allowed in the CCRs.** To avoid delay, make your request as complete as possible and type or print legibly. Incomplete requests will be returned for additional information. Incorrect information or changes made after approval invalidates approval. The ACC tries to assure that all changes to our properties conform to the appropriate Deed Restrictions. Thank you for your understanding and cooperation.

### 1. ABOUT THE RESIDENT(S)

Name(s)	
Address	
<b>EMAIL ADDRESS:</b>	
Phone	Best time to call:

### 2. ABOUT THE PROJECT (Note: Projects should be consistent with home)

Proposed start date	Proposed completion date
Describe the nature of the project (attach pages as necessary)	
Location (attach sketch/drawing)	
Dimensions	Distance from fences and easements
Colors	Shape/ dimensions of completed structure
Materials	
Builder	

**IMPORTANT:** Include plan view and elevation drawings (to scale) plus any other supporting documents indicating project's location and its relationship to property lines, neighbors, construction, easements, etc.

### 3. ABOUT THE REQUIREMENTS

YES	NO	N/A	
			I/We have read the appropriate Deed Restrictions
			I/We have obtained a Grand Prairie building permit (attach copy) <b>City approval does not supersede deed restrictions.</b>
			This project will require a fence removal (if yes, inform Association Manager)
			Completed project will be visible from the street
<b>Check any that apply:</b>			<input type="checkbox"/> Corner lot <input type="checkbox"/> Iron park fencing <input type="checkbox"/> Project already started

Homeowner's Signature	Date
-----------------------	------

Signature constitutes permission for ACC members to inspect property and agreement to abide by ACC's decision.

**Please note: The ACC process could take up to 45 days**

**STOP!** Your application will be considered incomplete if the following information is not included in your submission. Incomplete applications will not be reviewed until all necessary information has been submitted.

- |  |   |
|--|---|
| <input type="checkbox"/> Signed and dated application                    | <input type="checkbox"/> Current photos of project area   |
| <input type="checkbox"/> Survey or Plot Plan showing location of project | <input type="checkbox"/> Any additional information to assist with the project review (internet pictures, architect plans, brochures, drawings, etc.) |