

REQUEST FOR HOME IMPROVEMENT APPROVAL

Architectural Review Committee
Texana Plantation HOA, Inc.
c/o Crest Property Management
17171 Park Row, suite 310
Houston, Tx. 77084
jennifer.petras@crest-management.com

In an effort to provide and protect each individual homeowner's rights and values, it is required that any homeowner or group of owners considering improvement of their property which would affect the exterior appearance of a building, or construction or installation of improvements (examples: basketball goal, painting, patio covers, outside buildings, fences, pools, landscaping, sprinkler systems, etc.), **MUST** submit a Request for Home Improvement Approval to the Architectural Review Committee **PRIOR** to initiating work on planned improvements. If any change is made that has not been approved, the Committee has the right to ask the homeowner to remove the improvement from the property.

Please fill out this form in complete detail.

DATE OF APPLICATION _____ EMAIL _____ ADDRESS _____

OWNER'S NAME _____ HOME PHONE _____

ADDRESS _____ WORK PHONE _____

CITY _____ ZIP _____ SECTION _____ BLOCK _____ LOT _____

TYPE OF IMPROVEMENT: _____

(IF THE PROPOSED MODIFICATION OR REPAIR INVOLVES AN EXTERIOR MODIFICATION OTHER THAN PAINT, STAIN OR ROOF REPLACEMENT, A COPY OF THE LOT SURVEY OR DRAWING OF THE PROPERTY DEPICTING THE LOCATION OF THE PROPOSED MODIFICATION OR STRUCTURE MUST BE ENCLOSED, ALONG WITH THE SPECIFIC DETAIL OF MATERIALS, DIMENSIONS, AND PROPOSED FINISH DETAIL OF ANY AND ALL IMPROVEMENTS).

LOCATION:

____ Front of House ____ Roof of House ____ Garage ____ Patio
____ Back of House ____ Side of House ____ Fence ____ Window Unit(s)
____ Landscaping ____ Tree Removal ____ Other _____
____ Replacement of Existing Facility (describe) _____

PAINT LOCATION:

____ Front of House ____ Siding ____ Garage ____ Trim
____ Back of House ____ Side of House ____ Other _____

MATERIALS: *(PLEASE SUBMIT COLOR SAMPLES FOR ANY PAINT, WINDOW OR SCREEN TINT, ROOFING MATERIALS, BRICK, OR SIDING)*****

Paint _____ Color _____ Stain _____ Lumber _____ Cedar _____ Treated _____ Aluminum _____
Brick _____ Screen _____ Concrete _____ Pipe _____ Electrical _____ Other _____

DIMENSIONS: Height _____ Width _____ Length _____

I understand that the Architectural Review Committee will act on this request as quickly as possible and contact me in writing regarding its decision. Further, I understand that it is my responsibility to ensure compliance with all applicable governmental ordinances, codes, etc. affecting such improvement(s). I agree not to begin the above described property improvements until the Architectural Review Committee provides me with WRITTEN confirmation of its approval.

*****FAILURE TO SUBMIT THE SURVEY AND REQUIRED INFORMATION COULD RESULT IN A DELAY AND/OR AUTOMATIC DISAPPROVAL OF SUBMITTED PLANS.*****

Homeowner signature

Date

Construction Start/Completion Date