



C/o Crest Management Co. – P.O. Box 219320 – Houston, TX 77218-9320

Phone: 281-579-0761 Fax: 281-579-7062

kristie.miller@crest-management.com

APPLICATION FOR HOME IMPROVEMENTS AND MODIFICATIONS

In an effort to provide and protect each individual homeowner's rights and property values, it is required that any homeowner or group of owners considering improvement(s) and/or changes(s) to their home or property submit an "Application for Home Improvements and Modifications" to the Architectural Control Committee. If any change is made that has not been approved, the Association has the right to require the homeowner to remove the improvements(s) and/or changes(s) from the property.

Homeowners Information

Name		Date
Address		
Phone No.	Email	

Type of Improvement or Modification

<input type="checkbox"/> Basketball Goal (Port)	<input type="checkbox"/> Patio	<input type="checkbox"/> Storage Building	<input type="checkbox"/> Deck
<input type="checkbox"/> Play Equipment	<input type="checkbox"/> Patio Cover	<input type="checkbox"/> Storm Door (Front) (Back)	<input type="checkbox"/> Pool/Spa *See page 2
<input type="checkbox"/> Solar Screens	<input type="checkbox"/> Swing Set	<input type="checkbox"/> Yard Art	<input type="checkbox"/> Roof
<input type="checkbox"/> Satellite Dish	<input type="checkbox"/> Fence	<input type="checkbox"/> Gutters	<input type="checkbox"/> Siding
<input type="checkbox"/> Exterior	<input type="checkbox"/> Gazebo	<input type="checkbox"/> Shutters	<input type="checkbox"/> Other
If Other Please Describe			
Who will do the actual work on this improvement		Phone Number	
Painting: Please state new paint color:		Portion of House to be painted	
Trim Color: (include soffit, fascia boards, and window trim)		Accent Color (Included shutters, window hoods, exterior door)	
SATELLITE DISH: State size and color		State location/placement of dish	
Storage Building: Height of Building	Dimensions of building	Square footage of building	
State location/placement of building			

Materials Necessary for Proposed Improvement or Modification

<input type="checkbox"/> Lumber	<input type="checkbox"/> Brick	<input type="checkbox"/> Cement	<input type="checkbox"/> Pipe
<input type="checkbox"/> Screen	<input type="checkbox"/> Fence	<input type="checkbox"/> Electrical	<input type="checkbox"/> Other

If OTHER please describe

Lumber Type	Brick Type	Screen Type
Fencing Material		Height of Proposed Fence

WHEN INSTALLING A POOL YOU MUST GIVE A DIAGRAM OF WHERE THEY WILL BE ACCESSING THE YARD (Back fence, through common area, etc)
There will also be a \$1500.00 deposit required, that will be held until completion to cover any damages to area.

All applications must include and a lot plan/survey which shows the house, lot lines and easements. In addition, plans, sketches, drawings, illustrations, photographs, dimensions, and material samples should be provided to sufficiently describe the project in detail. A copy of any applicable city/county permits must be included.

Please include a sample of all improvements! (Example: Paint chip/swab/swatch, roofing shingle, siding sample, solar screen sample, etc.)

In signing this application, I certify that all the information provided by me in connection with my application, whether on this document or not, is true and complete. I understand that any misstatements, falsification or omission of information shall be grounds for denial of this application. I further understand that the Architectural Control Committee has thirty (30) days upon receipt to review my application and I agree not to begin property improvements or modifications until the Committee notifies me, in writing, of their decision. As the homeowner, I agree to properly maintain any improvement and/or modification approved by the Committee of the Declaration of Covenants, Conditions and Restrictions of WoodCreek Reserve CAI. I have answered, truthfully, all questions pertaining to the proposed mentioned improvement or modification and have attached all samples, plans and permits required. Homeowner's signature and date is required in order for the application to be processed.

Homeowners Signature	Date
----------------------	------

Architectural Control Committee Use Only	
Date application forwarded to the Committee: _____	
Recommendation of the Committee:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Comments:	
ACC Signature 1	Date
ACC Signature 2	Date