

**BRIGHTWATER HOMEOWNER'S ASSOCIATION  
ARCHITECTURAL CONTROL COMMITTEE  
REQUEST FOR HOME IMPROVEMENT**

In an effort to provide and protect each homeowner's rights and values, Brightwater HOA requires that any homeowner considering improvement and/or changes to their property must submit plans for the improvement along with this REQUEST FOR HOME IMPROVEMENT. If any improvement and/or change is made without written approval, the Architectural Control Committee has the right to ask the homeowner to remove the improvement. PLEASE COMPLETE THIS FORM AND INCLUDE ALL RELEVANT INFORMATIONAL BROCHURES ALONG WITH A SURVEY WITH THE IMPROVEMENTS MARKED. INCOMPLETE APPLICATIONS CANNOT BE PROCESSED AND WILL BE RETURNED DENIED. You will be notified, in writing, of the Committee's decision.

Name of Owner(s): \_\_\_\_\_ Home Phone: \_\_\_\_\_

Property Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Mailing Address (if not same as above): \_\_\_\_\_

Section: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_

1. Type of Improvements:

- |                         |                            |                       |
|-------------------------|----------------------------|-----------------------|
| _____ awnings           | _____ gazebo               | _____ sky light       |
| _____ basketball goal   | _____ gutters              | _____ solar screens   |
| _____ birdhouse         | _____ landscaping          | _____ spa             |
| _____ burglar bars      | _____ patio cover          | _____ storage shed    |
| _____ deck/patio        | _____ playground equipment | _____ storm doors     |
| _____ exterior lighting | _____ roofing              | _____ storm windows   |
| _____ exterior paint    | _____ room additions       | _____ swimming pool   |
| _____ fences            | _____ satellite dish       | _____ window cover    |
| _____ gate              | _____ siding               | _____ yard decoration |
| _____ other:            |                            |                       |

\_\_\_\_\_

\_\_\_\_\_

2. Who will do the actual work on this improvement: \_\_\_\_\_

3. Attach a picture, sketch or architectural plan with this form, showing the street, house and lot lines. Include a copy of your survey with the improvement and/or change marked. If the improvement or change will be additional living space, patio cover, gazebo or similar addition, provide two drawings showing how the improvement ties into the home and its distance from the property lines of the lot. If applying for a pool or spa, an architectural plan with specifications and the required permit from Missouri City must be submitted with this application.

4. Location: (in relation to home)

\_\_\_\_\_ Front      \_\_\_\_\_ Back      \_\_\_\_\_ Side      \_\_\_\_\_ Garage

5. Structural Size:      \_\_\_\_\_ Height      \_\_\_\_\_ Width      \_\_\_\_\_ Length

6. What color is your home: Brick: \_\_\_\_\_ Paint: \_\_\_\_\_

7. Check off materials to be used in the construction of your proposed project and include details of type/color/etc. Attach one sample of each paint color, shingle or screen material to be used. For example, if you are building a storage shed, check off all materials to be used as well as associated colors/types and other details.

MATERIAL	TYPE/COLOR/ETC.
_____ Paint	_____
_____ Stain	_____
_____ Lumber	_____
_____ Brick	_____
_____ Shingle	_____
_____ Cement	_____
_____ Pipe	_____
_____ Screen	_____
_____ Fabric	_____
_____ Fence	_____
_____ Electrical	_____
_____ Other	_____
	_____
	_____

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**Please sign under the appropriate wording:**

(A) I UNDERSTAND THAT THE ACC WILL ACT ON THIS REQUEST AS QUICKLY AS POSSIBLE AND CONTACT ME REGARDING THEIR DECISION. I AGREE NOT TO BEGIN THE PROPERTY IMPROVEMENT AND/OR CHANGE UNTIL THE ACC NOTIFIES ME OF THEIR APPROVAL.

\_\_\_\_\_  
Signature of Homeowner

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

\_\_\_\_\_  
Construction Date

\_\_\_\_\_  
Completion Date

If this is a re-submittal of one previously denied, attach a copy of the denial letter.

(B) THE IMPROVEMENT/CHANGE(S) STATED HEREIN HAVE ALREADY BEEN COMPLETED.

\_\_\_\_\_  
Signature of Homeowner

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

\_\_\_\_\_  
Completion Date

**RETURN COMPLETED APPLICATION TO:**

Crest Management  
17171 Park Row, Suite 310  
Houston, TX 77084  
281-579-0761