

• WATERSIDE ESTATES •



CREST MANAGEMENT COMPANY

DEAR WATERSIDE ESTATES HOMEOWNER:

ATTACHED PLEASE FIND THE WATERSIDE ESTATES "APPLICATION FOR HOME IMPROVEMENT AND MODIFICATIONS". REVIEW THE FOLLOWING POINTS IN COMPLETING YOUR APPLICATION TO ENSURE A TIMELY TURNAROUND. REFER TO YOUR COPY OF THE WATERSIDE ESTATES "MODIFICATION AND DEED RESTRICTION GUIDELINES" FOR ADDITIONAL GUIDANCE IN COMPLETING YOUR APPLICATION

PLEASE NOTE: THE MC MEETS ONCE PER MONTH ON THE LAST SUNDAY. ALL APPLICATIONS MUST COME THROUGH CREST AND WILL NOT BE ACCEPTED DIRECTLY FROM HOMEOWNERS. NO APPLICATION WILL BE SENT TO THE COMMITTEE WITHOUT A LOT SURVEY SHOWING PROJECT DRAWN ON SURVEY, SAMPLES, EVEN IF THE SAME COLOR, AND A PHOTOGRAPH OF YOUR HOME. EACH PROJECT REQUIRES A SEPARATE APPLICATION.

LOT SURVEY PROVIDED TO YOU BY YOUR TITLE COMPANY WHEN YOU CLOSED ON YOUR HOME IS REQUIRED:

- A COPY OF YOUR LOT SURVEY SHOWING THE LOCATION OF YOUR PROPOSED IMPROVEMENTS/ MODIFICATION AND ALL EASEMENT LINES IS REQUIRED TO BE SUBMITTED WITH THE APPLICATION.
- A RENDITION OF THE LOT SURVEY PROVIDED BY YOUR CONTRACTOR IS ACCEPTABLE, BUT DOES NOT REPLACE THE REQUIREMENT TO SUBMIT A COPY OF YOUR LOT SURVEY. ENLARGED COPIES ARE ACCEPTABLE.
- PHOTOGRAPHS OF YOUR HOME SHOWING BRICK AND PAINT COLOR FOR COMPARISON TO PROJECT IS ESSENTIAL. PICTURES, DRAWINGS, BROCHURES AND SAMPLES OF PROJECT ARE REQUIRED: ATTACH A BUILDING PERMIT WITH APPLICATION FOR ROOM ADDITION.
- INCLUDING THE ABOVE ITEMS ALLOWS THE MODIFICATION COMMITTEE TO GET A BETTER PICTURE OF THE IMPROVEMENT/MODIFICATION AND ELIMINATES THE NEED TO QUESTION AREAS NOT CLEARLY DEFINED IN THE APPLICATION.
- SAMPLES ARE REQUIRED FOR EXTERIOR PAINT, WOOD STAIN, SOLAR SCREENS AND ROOF SHINGLES.

A. DIMENSIONS OF HEIGHT, LENGTH AND WIDTH ARE REQUIRED ON THE APPLICATION:

- ENSURE ALL THREE OF THE DIMENSIONS LISTED ABOVE ARE CLEARLY DEFINED ON THE APPLICATION AS THEY ARE CRITICAL TO THE REVIEW AND APPROVAL OF YOUR APPLICATION.

B. \$1,000 SECURITY DEPOSIT FOR POOL/SPA INSTALLATIONS IS REQUIRED:

- A CHECK IN THE AMOUNT OF \$1,000 MADE PAYABLE TO WATERSIDE ESTATES COMMUNITY ASSOCIATION MUST ACCOMPANY ALL APPLICATIONS FOR POOL/SPA INSTALLATIONS.
- A MEMBER OF THE MODIFICATION COMMITTEE AND RESIDENT WILL PERFORM A SITE INSPECTION PRIOR TO START OF INSTALLATION TO NOTE ORIGINAL CONDITION OF PROPERTY.
- DEPOSITS ARE REFUNDED ONCE CREST MANAGEMENT CO. IS NOTIFIED THAT INSTALLATION IS COMPLETE AND A MEMBER OF THE MODIFICATION COMMITTEE HAS PERFORMED A SITE VISIT TO VERIFY THAT COMMUNITY PROPERTY USED IN ACCESSING YOUR PROPERTY HAS BEEN MAINTAINED / RESTORED TO ITS ORIGINAL CONDITION.

C. APPLICATIONS MISSING A SIGNATURE, OR A DATE WILL BE RETURNED WITHOUT BEING PROCESSED:

- BY SIGNING AND DATING YOUR APPLICATION YOU ARE ATTESTING TO THE ACCURACY AND VALIDITY OF THE APPLICATION'S CONTENTS AS USED BY YOUR MODIFICATION COMMITTEE IN RENDERING THEIR DECISION.

D. ALLOW 45 DAYS FOR YOUR MODIFICATIONS COMMITTEE TO REVIEW YOUR APPLICATION AND RENDER A DECISION.

E. APPLICATIONS RECEIVED WITHOUT THE REQUIRED SUPPORTING DETAIL OR DOCUMENTATION WILL BE RETURNED TO APPLICANTS FOR COMPLETION AND RESUBMISSION PRIOR TO BEING CONSIDERED FOR REVIEW BY THE MODIFICATIONS COMMITTEE.

PLEASE CONTACT SAM SIMMONS 281-579-0761 (EXT 630) AT CREST MANAGEMENT CO. SHOULD YOU HAVE ANY QUESTIONS REGARDING THE APPLICATION AND OR THE APPLICATION PROCESS.

SINCERELY,
CREST MANAGEMENT CO.
AS AGENT FOR THE WATERSIDE ESTATES COMMUNITY ASSOCIATION

APPLICATION FOR HOME IMPROVEMENTS and MODIFICATIONS

. WATERSIDE ESTATES .

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 CHANGE(S) TO THEIR HOME OR PROPERTY SUBMIT AN "APPLICATION FOR HOME IMPROVEMENTS AND MODIFICATIONS" TO THE MODIFICATIONS COMMITTEE. IF ANY CHANGE IS MADE THAT HAS NOT BEEN APPROVED, THE ASSOCIATION HAS THE RIGHT TO REQUIRE THE HOMEOWNER TO REMOVE THE IMPROVEMENT(S) AND/OR CHANGE(S) FROM THE PROPERTY. APPROVED PROJECTS NOT COMPLETED WITHIN 90 DAYS OF APPROVAL REQUIRE THE SUPPLEMENTAL REVIEW AND APPROVAL OF THE MODIFICATIONS COMMITTEE.

HOMEOWNER/CONTACT INFORMATION:

NAME(S):

ADDRESS:

HOME PHONE:

WORK/CELL PHONE:

EMAIL:

TYPE OF IMPROVEMENT/MODIFICATION:

<input type="checkbox"/>	OUTBUILDING - ^{1,2} (DESCRIBE BELOW)	<input type="checkbox"/>	BASKETBALL GOAL - ² (PERMANENT INSTALL)	<input type="checkbox"/>	PATIO COVER - ²	<input type="checkbox"/>	ROOM ADDITION - ²
<input type="checkbox"/>	EXTERIOR PAINTING - ⁴	<input type="checkbox"/>	POOL/SPA - ^{2,3}	<input type="checkbox"/>	DECK - ²	<input type="checkbox"/>	SOLAR SCREENS - ^{2,4}
<input type="checkbox"/>	FENCING - ² (REPLACE/EXTEND)	<input type="checkbox"/>	YARD DÉCOR / EMBELLISHMENTS - ²	<input type="checkbox"/>	LANDSCAPE DÉCOR / EMBELLISHMENTS - ^{2,5}	<input type="checkbox"/>	LANDSCAPE LIGHTING - ²
<input type="checkbox"/>	TREES - ² (REPLACE/REMOVE)	<input type="checkbox"/>	SWING SETS / PLAYGROUND EQUIP - ²	<input type="checkbox"/>	DRIVEWAY/PATIO/ SIDEWALK EXT - ²	<input type="checkbox"/>	EXTERIOR WINDOW SHUTTERS
<input type="checkbox"/>	FENCING - ⁴ (STAIN/WATER SEAL)	<input type="checkbox"/>	LANDSCAPE BORDER - ² (PERMANENT INSTALL)	OTHER (DESCRIBE BELOW)			

FOOTNOTES:

- 1- DEFINED AS A STRUCTURE INDEPENDENT OF YOUR MAIN DWELLING AND GARAGE SUCH AS A GAZEBO OR STORAGE BUILDING.
- 2- LOT SURVEY SHOWING PLACEMENT IS REQUIRED WITH APPLICATION.
- 3- SECURITY DEPOSIT IS REQUIRED WITH APPLICATION.
- 4- PAINT, STAIN, SOLAR SCREEN SAMPLE IS REQUIRED WITH APPLICATION.
- 5- DEFINED AS DECORATIVE EMBELLISHMENTS IN EXCESS OF 18" HEIGHT PLACED IN FRONT YARD SUCH AS SCULPTURES, BIRD BATHS, TRELLISES, ARBORS, ETC.

IF OUTBUILDING- PLEASE DESCRIBE:

IF OTHER- PLEASE DESCRIBE:

PLEASE PROVIDE A PHOTOGRAPH OF YOUR HOME SHOWING THE PAINT AND BRICK COLOR.

APPLICATION FOR HOME IMPROVEMENTS and MODIFICATIONS

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DETAILS OF IMPROVEMENT/MODIFICATION:						
DIMENSIONS (FEET, INCHES)	HEIGHT: _____	LENGTH: _____	WIDTH: _____	OVERALL SQ FT: _____		
MATERIALS:	<i>SELECT ONE</i>	___ BRICK	___ LUMBER	___ SHINGLES	___ CONCRETE	___ OTHER: [_____]
	<i>COLOR/STYLE/TYPE</i>					
PAINT/STAIN:	PAINT COLOR:	<i>TRIM:</i> _____ <i>ACCENT:</i> _____		LOCATION: _____		
	WOOD STAIN TINT:			LOCATION: _____		
CONTRACTOR:	NAME OF CONTRACTOR/FIRM: _____			PHONE NUMBER: _____		
EXPECTED TERM OF PROJECT:	START DATE:	____ / ____ / ____				
	COMPLETION DATE:	____ / ____ / ____				

<p>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 MODIFICATIONS COMMITTEE HAS THIRTY (30) DAYS UPON RECEIPT TO REVIEW MY APPLICATION AND I AGREE NOT TO BEGIN PROPERTY IMPROVEMENTS OR MODIFICATIONS UNTIL THE COMMITTEE HAS NOTIFIED ME, IN WRITING, OF THEIR DECISION. I HAVE ANSWERED, TRUTHFULLY, ALL QUESTIONS PERTAINING TO THE PROPOSED MENTIONED IMPROVEMENT OR MODIFICATION AND HAVE ATTACHED ALL SAMPLES, PLANS AND PERMITS REQUIRED. THE MODIFICATION COMMITTEE DOES NOT OVERRIDE THE CITY/COUNTY CODES AND APPROVAL FROM THE MODIFICATION COMMITTEE SHOULD NOT BE CONSTRUED AS APPROVAL BY THE CITY/COUNTY.</p>	
HOMEOWNER'S SIGNATURE(S):	DATE:

IF YOU SHOULD HAVE ANY QUESTIONS OR CONCERNS REGARDING YOUR APPLICATION PLEASE CONTACT CREST MANAGEMENT Co. AT (281) 579-0761

MAIL YOUR COMPLETED APPLICATION TO:

CREST MANAGEMENT Co.
 P.O. Box 219320
 HOUSTON, TEXAS 77218-9320
 3/16/10

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FOR CREST MANAGEMENT CO / MODIFICATIONS COMMITTEE USE:

APPLICATION INVENTORY:

POOL/SPA DEPOSIT	<input type="checkbox"/>	LOT SURVEY	<input type="checkbox"/>	PICTURES/DRAWINGS	<input type="checkbox"/>	PAINT/ WOOD STAIN SAMPLE	<input type="checkbox"/>	SOLAR SCREEN SAMPLE	<input type="checkbox"/>	OTHER [_____]	<input type="checkbox"/>
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DATES OF ORIGINAL SUBMISSION:	RECEIVED BY CREST MGT Co	____/____/____	RECEIVED BY COMMITTEE	____/____/____
DATES OF RE-SUBMISSION:	RECEIVED BY CREST MGT Co	____/____/____	RECEIVED BY COMMITTEE:	____/____/____

RECOMMENDATION OF THE COMMITTEE:

APPROVE:	<input type="checkbox"/>	DISAPPROVE:	<input type="checkbox"/>	
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COMMENTS:

MC SIGNATURE: 1 APPROVE/DISAPPROVE	DATE:
MC SIGNATURE: 2 APPROVE/DISAPPROVE	DATE:
MC SIGNATURE: 3 APPROVE/DISAPPROVE	DATE:
MC SIGNATURE: 4 APPROVE/DISAPPROVE	DATE:
MC SIGNATURE: 5 APPROVE/DISAPPROVE	DATE: