

- Check List:
- ☐ Lot Survey
  - ☐ City Permit
  - ☐ Sample of materials
  - ☐ Has 811 been called?
  - ☐ Do you need neighbor's approval?
  - ☐ Picture of area being changed



DATE STAMP

DATE OF APPLICATION

## REQUEST FOR HOME IMPROVEMENT APPROVAL

*Return this form to the Clubhouse Office*

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. A separate request for each improvement must be submitted.

HOMEOWNER'S NAME

EMAIL

ADDRESS

Pearland, TX 77584

DAY PHONE

EVENING PHONE

DESCRIPTION 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 OF IMPROVEMENT

|   |                                       |                                 |                                    |
|---|---------------------------------------|---------------------------------|------------------------------------|
| <input type="checkbox"/> Front of house                               | <input type="checkbox"/> Roof         | <input type="checkbox"/> Garage | <input type="checkbox"/> Patio     |
| <input type="checkbox"/> Back of house                                | <input type="checkbox"/> Landscaping  | <input type="checkbox"/> Fence  | <input type="checkbox"/> Window(s) |
| <input type="checkbox"/> Side of house                                | <input type="checkbox"/> Tree removal | <input type="checkbox"/> Other  |                                    |
| <input type="checkbox"/> Replacement of existing structure (describe) |                                       |                                 |                                    |

**MATERIALS** Mark all that apply. You must submit samples of any paint, stain, window or screen tint, roofing materials, brick or siding.

|   |                                 |                                   |                                |                                   |                                |                                     |
|---|---------------------------------|-----------------------------------|--------------------------------|-----------------------------------|--------------------------------|-------------------------------------|
| Color (describe)                          |                                 |                                   |                                |                                   | <input type="checkbox"/> Paint | <input type="checkbox"/> Stain      |
| <input type="checkbox"/> Screen           | <input type="checkbox"/> Lumber | <input type="checkbox"/> Aluminum | <input type="checkbox"/> Brick | <input type="checkbox"/> Concrete | <input type="checkbox"/> Pipe  | <input type="checkbox"/> Electrical |
| <input type="checkbox"/> Other (describe) |                                 |                                   |                                |                                   |                                |                                     |

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 governing 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 LOT SURVEY AND REQUIRED INFORMATION COULD RESULT IN A DELAY AND OR AUTOMATIC REJECTION OF SUBMITTED PLANS.**

**ALL IMPROVEMENTS ARE SUBJECT TO INSPECTION AT ANY TIME. ANY DEVIATION FROM THE APPROVED PLAN WILL REQUIRE A NEW APPLICATION AND APPROVAL.**

X

HOMEOWNER'S SIGNATURE

DATE

CONSTRUCTION START/COMPLETION DATE

|                                   |                                   |                                      |  |                      |
|-----------------------------------|-----------------------------------|--------------------------------------|--|----------------------|
| Approved <input type="checkbox"/> | Rejected <input type="checkbox"/> | Conditional <input type="checkbox"/> |  | Committee's Comments |
| Approved <input type="checkbox"/> | Rejected <input type="checkbox"/> | Conditional <input type="checkbox"/> |  |                      |
| Approved <input type="checkbox"/> | Rejected <input type="checkbox"/> | Conditional <input type="checkbox"/> |  |                      |
| Approved <input type="checkbox"/> | Rejected <input type="checkbox"/> | Conditional <input type="checkbox"/> |  |                      |
| Approved <input type="checkbox"/> | Rejected <input type="checkbox"/> | Conditional <input type="checkbox"/> |  |                      |

3330 RIVER BIRCH DRIVE • PEARLAND, TEXAS

713/413-2300 • 713/413-1127 FAX

**I have read and agree to abide by the Declaration of Covenants, Conditions, and Restrictions, Architectural Guidelines, and other applicable Rules and Regulations for The Lakes at CountryPlace**

**Initial:**\_\_\_\_\_

## **The Lakes at CountryPlace Terms & Conditions**

I hereby acknowledge the following:

1. That I am the property owner of the above address and I am representing myself in true and accurate manner.
2. That I have included all required documents mandatory by my Association for my chosen modification type.
3. That I understand the review process will not commence until all required documents and deposits (if applicable) have been received.
4. That my application is not deemed approved until I receive official written approval notice from Crest Management on behalf of my Association.

**I have fully read and agree to the terms and conditions provided by The Lakes at CountryPlace**

**Initial:**\_\_\_\_\_

## **Crest Management Terms & Conditions**

I certify that I am the owner of the property or an authorized user with permission from the owner. I declare that all information provided in this application is true and correct. I understand that my modification request is not complete until all required documentation is received. I understand that I am electing to receive communications regarding this application by email.

**I have fully read and agree to the terms and conditions provided by Crest Management.**

**Initial:**\_\_\_\_\_