

WEST OAK CREEK ARCHITECTURAL CONTROL APPLICATION

All exterior modifications to your property must be approved in advance by the Architectural Control Committee. The ACC will review your request to make sure that the improvement will be done in a professional, sound manner and will fit in with the aesthetics of the community. Please provide as much detail as possible so the ACC can properly understand your request. Without a complete description of your request, the form will have to be returned for more information. Thank you for your cooperation and concern for your community.

OWNER NAME _____ EMAIL ADDRESS _____

PROPERTY ADDRESS _____

MAILING ADDRESS _____

PHONE (home) _____ (office) _____

DESCRIBE THE IMPROVEMENT (you must be specific - attach a sketch, drawing or photo)

LOCATION OF THE IMPROVEMENT (attach a plot plan or sketch of location on property with distance to lot lines)

MATERIALS TO BE USED (attach sample if appropriate; quality photo samples are acceptable)

Paint (color sample required) Base _____ Trim _____

Roof Shingles: Manufacturer _____ Color _____ Warranty _____

Lumber (type/grade) _____

Brick (type/color) _____

Cement _____

Pipe _____

Electrical _____

Other _____

COMMENTS or CONTRACTOR INFORMATION

PLANNED START DATE _____ EXPECTED COMPLETION DATE _____

According to the Deed Restrictions, the Architectural Control Committee has up to **60 days** after receipt of this application to make a decision, so please submit the request far enough ahead of time. For your own protection, make sure you don't start the improvement until you have received proper approval. The more detail you provide about your improvement, the easier it will be for the ACC to understand what you plan to do and to make a decision.

OWNER SIGNATURE: _____ DATE: _____

PLEASE SUBMIT YOUR COMPLETED APPLICATION AND ALL SUPPORTING PLANS, LOT SURVEY, PHOTOS, ETC. AS APPLICABLE DEPENDING ON THE PROPOSED PROJECT TO: Creative Management Company by email at kdsouza@cmctx.com or by fax to 713-772-8655 or by mail to West Oak Creek HOA c/o Creative Management Company 8323 Southwest Freeway, Suite 330, Houston, TX 77074

-----Please Do Not Write Below Line-----

Date Received _____ Date sent to ACC _____

Date of ACC Decision _____ Date Returned to Homeowner _____

COMMENTS CONCERNING REQUEST

APPROVED with the following restrictions, if any:

DISAPPROVED for the following reasons:

Review Signature and Date: _____ ACC Signature and Date: _____
