

EXTERIOR IMPROVEMENT APPLICATION

In accordance with the governing documents of your Association, all exterior improvements and/or changes from the original construction must be submitted for and approved by the Architectural Control/Review Committee (ACC/ARC). Failure to receive approval for the improvement and/or change may result in you having to remove, alter or change the improvement in order to comply with the rules and regulations of the Association. Please complete the application below in its entirety and mail to **STERLING ASSOCIATION SERVICES, INC. (SASI) to P.O. BOX 38113, HOUSTON, TX 77238-8113 or deliver to 562 Kingwood Drive, Suite 13, Kingwood, TX 77339 (phone 832-678-4500 or facsimile 281-598-4487).**

Subdivision/Association _____

Property Address _____ Sec/Blk/Lot _____ / _____ / _____

Name _____

Work# _____ Home# _____ E-mail _____

Mailing Address _____

PLEASE NOTE- NO IMPROVEMENT WILL BE CONSIDERED AND IS AUTOMATICALLY DENIED IF THE APPLICABLE ITEMS ARE NOT PROVIDED AS INDICATED BELOW:

- ▶ **A site plan/survey indicating location of the proposed improvement, providing the distance from the structure to the fence and/or lot lines and easements. For Pools/spas, you must show electrical/plumbing routing, overflow lines, drainage etc.**
- ▶ **Color swatches and samples or pictures of materials to be used in the improvement (shingle, paint, brick, stain, siding, etc).**
- ▶ **Completion of all applicable areas below of the application.**

Status: _____ / _____ - _____ / _____ / 0_ _____ / _____ / 0_ _____
Start Stop Date Date of Completion Under Construction

Check one of the following:

- | | | | |
|---|--|--|--|
| <input type="checkbox"/> Exterior Paint | <input type="checkbox"/> Window Shades/ Awnings | <input type="checkbox"/> Playground Equipment | <input type="checkbox"/> Pool/Spa – attach spec for pool equipment and location of it. |
| <input type="checkbox"/> Patio (ground) | <input type="checkbox"/> Sunroom/ Patio Enclosure | <input type="checkbox"/> Permanent Basketball Goal | <input type="checkbox"/> Storage Bldg |
| <input type="checkbox"/> Patio Cover | <input type="checkbox"/> Gazebo | <input type="checkbox"/> Portable Basketball Goal | <input type="checkbox"/> Siding |
| <input type="checkbox"/> Deck | <input type="checkbox"/> Arbor/Pergola | <input type="checkbox"/> Room Addition | <input type="checkbox"/> Antenna/Dish |
| <input type="checkbox"/> Mailbox | <input type="checkbox"/> Driveway/Sidewalk (new & extension) | <input type="checkbox"/> Storm Doors/Windows | <input type="checkbox"/> Gates/ Burglar Bars |
| <input type="checkbox"/> Solar Screens | <input type="checkbox"/> Landscape Statuary | <input type="checkbox"/> Storm Doors/Windows | <input type="checkbox"/> Exterior Lighting, _____ Wattage |
- Roof- Brand _____, Color Name _____, _____ lbs of felt, _____ yr shingle (attach picture of home to ensure shingle color is harmonious with the paint colors on home)**
- Fence – please attach copy of property survey and indicate location of replacement. Material: _____, Rot Board? Y or N**
 If staining fence, please provide: **Brand _____, Color Name _____, Sample or picture of stain color**
 Other _____

Size: Height _____ Width _____ Length _____

Location of Improvement:

- Front of House Back of House Left side of house (stand and face house) Right side of house (stand and face house)

List of Materials with color and/or material samples or photos provided (check all applicable)

Base paint color _____	Trim paint color _____
Garage door paint color _____	Garage door trim color _____
Stain color _____	Fence color/material _____
Siding color/material _____	Roof color _____
Other _____	

I understand the ACC/ARC are a group of volunteers in the community and will do their best to act as quickly as possible in their determination regarding my application. I hereby certify that the proposed construction/ modification is in full compliance with all the Declaration of Covenants, Conditions and Restrictions and all guidelines currently adopted by the Association.

I understand that the decisions are determined concerning only my architectural plans submitted. I am responsible to obtain whatever easements, permits, licenses and approvals, which may be necessary to improve the property in accordance with the submitted plans.

 Owner's Signature

 Date