

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 return to **STERLING ASSOCIATION SERVICES, INC. (SASI) to P.O. BOX 38113, HOUSTON, TX 77238-8113 (phone 832-678-4500 or facsimile 832-678-4510).**

Subdivision/Association _____

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

Name _____

Work# _____ Home# _____ E-mail _____

Mailing Address _____

No improvement will be considered and is automatically denied without the following:

- ▶ 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.
- ▶ 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: _____ / _____ - _____ / _____ / 20____ Date of Completion _____ / _____ / 20____
Start Stop Date

Check one of the following:

- | | | | |
|---|---|--|--|
| <input type="checkbox"/> Exterior Paint | <input type="checkbox"/> Roof | <input type="checkbox"/> Playground Equipment | <input type="checkbox"/> Pool/Spa |
| <input type="checkbox"/> Patio (ground) | <input type="checkbox"/> Sunroom/ Patio Enclosure | <input type="checkbox"/> Permanent Basketball Goal | <input type="checkbox"/> Storage Building |
| <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"/> Fence | <input type="checkbox"/> Mailbox | <input type="checkbox"/> Driveway/Sidewalk | <input type="checkbox"/> Exterior Lighting |
| <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"/> Awnings/Window Coverings | | | |
| <input type="checkbox"/> 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

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

- | | |
|--|---|
| <input type="checkbox"/> Base paint color _____ | <input type="checkbox"/> Trim paint color _____ |
| <input type="checkbox"/> Garage door paint color _____ | <input type="checkbox"/> Garage door trim color _____ |
| <input type="checkbox"/> Stain color _____ | <input type="checkbox"/> Fence color/material _____ |
| <input type="checkbox"/> Siding color/material _____ | <input type="checkbox"/> Roof color _____ |
| <input type="checkbox"/> 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

 ACC Signature

 Date

Please circle one: APPROVED DENIED (reason): _____