

VILLAGE OF OAK CREEK COLONY HOMEOWNERS ASSOCIATION, INC.  
C/O COMMUNITY MANAGEMENT SOLUTIONS, INC.  
2615 BAY AREA BOULEVARD  
HOUSTON, TX 77058  
281-480-2563/voice 281-480-2608/fax

Architectural Review Application

The governing documents for the Villages Oak Creek Colony Homeowners Association require that changes or alterations made to the exterior of any home or lot be approved by the Association's Architectural Review Committee prior to construction or installation. Changes or alterations include, but are not limited to items such as basketball goals, play structures, patio covers, arbors, storage sheds, room additions, paint colors, grade and hardscape changes, antennae, storms doors and windows, and solar screens. More complete information may be found in the Association's Declarations of Covenants, Conditions and Restrictions. Applications will be approved or denied based on compliance with these governing documents. The governing documents also give the Association the authority to have the homeowner remove any improvements on the property which have not been approved by the Committee.

To request approval, please provide as much information as possible about the external physical characteristics (size, color, general appearance) and location (in relation to your home and property lines) of the proposed change. Modifications such as room additions will require architectural drawings. Incomplete applications will not be accepted for review. The following form is intended to serve as a guide in obtaining the necessary information. Additional pages may be attached as needed.

Owner's Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Street Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

\_\_\_\_\_

Mailing Address: \_\_\_\_\_

• Briefly describe the change or improvement: \_\_\_\_\_

• Construction materials:

Roof \_\_\_\_\_ Does this match roofing on residential structure? Yes No N/A

Frame/support \_\_\_\_\_ Siding \_\_\_\_\_

Base or foundation \_\_\_\_\_ Other \_\_\_\_\_

Final paint color \_\_\_\_\_ Does this match paint on residential structure? Yes No N/A  
Please provide a sample with application.

Component colors \_\_\_\_\_ Other \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- Dimensions of improvement:

Height (from peak to ground) \_\_\_\_\_ Rot board height (for fence) \_\_\_\_\_

Length \_\_\_\_\_ Depth \_\_\_\_\_ Area \_\_\_\_\_

- Location of improvement (distance from structure to property line, building line, easements):

To side property line: \_\_\_\_\_ To rear property line: \_\_\_\_\_

To easement(s): \_\_\_\_\_ To front building line: \_\_\_\_\_

Other: \_\_\_\_\_

Plot plan showing location of improvement (hand drawn aerial view):

- Elevation, sketch, or picture of improvement:

I understand that the Architectural Review Committee will act on this Application within 30 days from receipt by the Committee and will contact me in writing regarding their decision. I understand that this form is strictly an Application, and does not constitute approval. I understand that if approval is granted that I am responsible for obtaining all applicable construction permits from all governmental agencies having jurisdiction over such matter.

\_\_\_\_\_  
Homeowner's Signature

\_\_\_\_\_  
Date

Architectural Application

# ARCHITECTURAL REVIEW COMMITTEE WORKSHEET

Property: \_\_\_\_\_ Date Received: \_\_\_\_\_ Logged: \_\_\_\_\_

Owner Name: \_\_\_\_\_ Address: \_\_\_\_\_

Description of Improvement: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Variance:      Materials \_\_\_\_\_      Appearance \_\_\_\_\_      Size \_\_\_\_\_      Location \_\_\_\_\_

Management Company Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Committee Response:    Approved      \_\_\_\_\_      Denied      \_\_\_\_\_      Tabled      \_\_\_\_\_

Committee Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_ By: \_\_\_\_\_

ARC Representative(s)

\_\_\_\_\_

ARC Representative(s)

Special Notification Request:    via phone      \_\_\_\_\_      Letter sent:      \_\_\_\_\_

Other: \_\_\_\_\_