

ARCHITECTURAL CONTROL COMMITTEE IMPROVEMENT REQUEST FORM (20200106)

In accordance with the recorded covenants, conditions and restrictions of the association, and in order to protect each individual owner's rights and values, it is required that any owner who is considering improvements of his deeded property to include, but not be limited to patio covers, decks, outside buildings, fencing, building add-ons, etc. submit the following to the Architectural Control Committee prior to initiating work on the planned improvements.

- (1) A completed Improvement Request Form
- (2) Complete and detailed building plans, material listing and specifications
- (3) A property site/plot plan showing the location of the proposed improvement

FAILURE TO SUBMIT THE REQUESTED ATTACHMENTS (ITEMS 1, 2 & 3) PRIOR TO CONSTRUCTION MAY RESULT IN DENIAL OF YOUR REQUEST FOR IMPROVEMENT. If any change is made without approval, the Committee has the right to tell the homeowner to remove the improvement from their property. Any homeowner considering any exterior improvement to their property is urged to review the recorded deed restrictions prior to initial request.

PLEASE PRINT THE FOLLOWING INFORMATION:

Owner Name: _____ Lot Number: _____
 Estimated Construction Start Date: _____ Estimated Construction End Date: _____
 Address: _____ Phone: _____
 Email: _____ Briefly describe of the improvement that you propose:

Who will do the actual work on this improvement? Homeowner: _____
 Contractor name & phone #: _____

Location of improvement (check actual areas that apply, attach a site plan if needed): Front of dwelling
 Back of dwelling Side of dwelling Roof of dwelling Garage Patio
 Other (describe): _____

Material to be used for the improvement (check applicable items):

Brick – Color _____ Cement-Color _____ Stucco-Color _____
 Wood – Color _____ Siding: Wood-Color _____ Paint - Color _____
 Stain - Color _____ Electric Glass _____
 Metal – Type and Color _____
 Other (explain): _____.

I understand that the Architectural Control Committee will act on this request with 30 days of receipt and contact me in writing regarding their decision. I agree not to begin property improvement without written approval from the ACC Committee. I understand that all construction will meet the Generally accepted codes and that the ACC Committee approvals do not override any codes but rather, are intended to work with them.

_____ DATE _____

Homeowners Printed Name Signature

Submit this form and other supporting documents to: Hills of Bandera Ranch POA 147 Hills of Bandera Ranch Road Bandera, Texas 78003. ---DO NOT WRITE BELOW THIS LINE---

Approved to Begin Approved Conditionally Denied The work has been performed as described. Date: ____/____/____
 Special Conditions:

