

Architectural Control Committee (the "ACC") - Improvement Request Form

THE ACC REVIEW PROCESS MAY TAKE 10-30 DAYS. THE PROCESS CANNOT BEGIN UNTIL THE COMPLETED APPLICATION AND SUPPORTING DOCUMENTS ARE RECEIVED. PLEASE CAREFULLY REVIEW THE REQUIREMENTS FOR SUBMITTAL BELOW. YOU WILL RECEIVE A WRITTEN NOTIFICATION OF THE DECISION OF THE ACC.

LEGAL DESCRIPTION: LOT _____ BLOCK _____ SECTION _____ of Deer Haven Village HOA

PROPERTY ADDRESS: _____ Willis, TX 77378

APPLICANT/CONTRACTOR: _____

PHONE: _____ E-MAIL: _____

MAILING ADDRESS: _____

START DATE: _____ COMPLETION DATE: _____

DEFINITION OF IMPROVEMENT: _____ New Home Construction _____ Landscaping Improvement

_____ Fencing _____ Exterior Home Renovation _____ Outbuilding

_____ Other: _____ (check all that apply)

RESIDENTIAL ☐ COMMERCIAL USE ☐ COMMERCIAL DESCRIPTION: _____

REVIEW PROCESS: As stipulated in the Covenants, Conditions, and Restrictions, the ACC may take up to thirty (30) days to render a decision. However, the ACC will use every reasonable effort to expedite the review process. **ADDITIONAL DETAILS:** Drawings and other items of the proposed improvements must be attached. 1. Floor plans and exact dimensions. 2. Construction drawings including proposed materials, dimensions, and all exterior colors. 3. A copy of the property plat or survey demonstrating the proposed location of the improvement(s). 4. Permanent structures must not be located within any easement or right-of-way. 5. The applicant is responsible for the structural integrity of all construction. 6. Care should be taken to ensure that the construction and maintenance process does not impose itself on neighboring properties. It is the responsibility of the applicant to secure approval of construction access across neighboring properties. 7. All improvements must be in compliance with the Covenants, Conditions, and Restrictions for the Subdivision (the "CCRs").

IT IS THE DUTY OF THE OWNER AND THE CONTRACTOR EMPLOYED BY THE OWNER TO DETERMINE THAT THE PROPOSED IMPROVEMENT IS STRUCTURALLY, MECHANICALLY AND OTHERWISE SAFE AND THAT IT IS DESIGNED AND CONSTRUCTED IN COMPLIANCE WITH APPLICABLE BUILDING CODES, FIRE CODES, OTHER LAWS OR REGULATIONS, AND SOUND PRACTICES. THE ARCHITECTURAL CONTROL COMMITTEE, AND ANY EMPLOYEE OR MEMBER THEREOF, SHALL NOT BE LIABLE IN DAMAGES OR OTHERWISE BECAUSE OF THE APPROVAL OR NON-APPROVAL OF ANY IMPROVEMENT.

I certify that the above information is an accurate representation of the proposed improvements and that the work will conform to the applicable government codes, subdivision CCRs, and other standards. I also certify that the improvement will be completed in accordance with the approved application. I understand that construction is NOT to begin until approval has been received from the Architectural Control Committee (ACC). The ACC has permission to enter the property to make inspection as they deem necessary.

Verification of boundary lines is the responsibility of the property Owner. It is the responsibility of the lot Owner to confirm that any improvements or clearing work are situated within the boundary lines of the Owner's lot. Owner will be liable directly to his neighbor for any encroachments or intrusions _____ (initial)

Signature: _____ Date: _____

APPROVED As Submitted

Conditionally Approved (See Attached Conditional Approval Requirements)

DENIED (See Attached)

Comments: _____