

REQUEST FOR ARCHITECTURAL CONTROL COMMITTEE REVIEW OF A PROPOSED HOME IMPROVEMENT

1 PROPERTY OWNERSHIP AND DESCRIPTION

OWNER: _____ ADDRESS: _____
HOME PHONE: _____ WORK PHONE: _____ FAX PHONE: _____
SUBDIVISION: _____ SECTION: _____ LOT: _____ BLOCK: _____

2 IMPROVEMENT PROPOSED (CHECK AS PROPOSED)

___ LANDSCAPING ___ SWIMMING POOL ___ PATIO COVER ___ ROOM ADDITION ___ BIRD HOUSE
___ CONCRETE OR BRICK PATIO ADDITION OR EXTENSION ___ WOODEN DECK ADDITION OR EXTENSION
___ WOODEN FENCE ADDITION OR EXTENSION ___ DECORATIVE STEEL OR ALUMINUM DRIVEWAY GATE
___ EXTERIOR LIGHTING ___ EXTERIOR PAINTING ___ SWING SET OR PLAY STRUCTURE ___ GAZEBO
___ DECORATIVE APPURTENANCE ___ SATELLITE DISH OR ANTENNAE ___ WINDOW SCREENING
___ STORM DOOR ___ AIR VENT OR WIND TURBINE ___ CONCRETE OR BRICK DRIVEWAY ADDITION
___ DETACHED GARAGE ADDITION OR MODIFICATION ___ ROOFING ___ VINYL TRIM/SIDING ___ SIGN
___ BASKETBALL GOAL ___ FLAG AND/OR FLAG POLE ___ OTHER: _____

PROVIDE A WRITTEN DESCRIPTION OF THE PROPOSED IMPROVEMENT(S) IN SECTION 5 ON THE BACK SIDE OF THIS FORM.

3 CONTRACTOR (WRITE OWNER BELOW IF OWNER PROPOSES TO ACT AS HIS/HER OWN CONTRACTOR)

NAME: _____ ADDRESS: _____
PHONE: _____ FAX PHONE: _____
IF BY OWNER, STATE QUALIFICATIONS FOR DOING IMPROVEMENT YOURSELF: _____

4 REQUIRED SUBMITTALS (CHECK AS APPROPRIATE)

___ COPY OF LOT SURVEY SHOWING LOCATION OF IMPROVEMENT(S) (REQUIRED WITH ALL PROPOSED IMPROVEMENTS THAT MODIFY HOME, GARAGE, DRIVEWAY, PATIO OR YARD)
___ PLANS AND SPECIFICATIONS (REQUIRED AS ABOVE)
___ PROPOSED EXTERIOR PAINT COLOR: _____ (STATE COLOR HERE AND ATTACH SAMPLE)
___ EXISTING PAINT COLOR: _____ (REQUIRED FOR EXTERIOR PAINTING)
___ EXISTING BRICK COLOR: _____ (REQUIRED FOR EXTERIOR PAINTING)

INCOMPLETE SUBMITTAL PACKAGES WILL DELAY REVIEW PROCESS. SUBMITTAL OF COLOR PHOTOS ARE REQUESTED AND IN SOME CASES MAY BE REQUIRED BY ACC. COLOR PHOTOS MAY SPEED REVIEW PROCESS.

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WRITTEN DESCRIPTION OF PROPOSED IMPROVEMENT(S)

PROVIDE A DETAILED DESCRIPTION OF THE IMPROVEMENT(S) PROPOSED. DISCUSS, AS APPROPRIATE, SIZE, LOCATION, DIMENSIONS, HEIGHT, COLOR, MATERIALS TO BE USED. SPECIFY A DESIRED START DATE AND AN ANTICIPATED COMPLETION DATE FOR THE IMPROVEMENT(S).

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NOTICES:**UTILITIES**

WITH THE EXCEPTION OF FENCES, IMPROVEMENTS THAT PROPOSE EXCAVATION OR DIGGING WITHIN THE LIMITS OF UTILITY EASEMENTS IS DISCOURAGED AND IN MOST WILL NOT BE APPROVED BY THE ACC. BEFORE DIGGING OR EXCAVATING ANYWHERE IN YOUR YARD, CALL THE GAS, POWER, TELEPHONE AND CABLE COMPANIES FOR STAKING OF THE LOCATION OF DISTRIBUTION AND SERVICE LINES. SOME LINES ARE LOCATED IN EASEMENTS AND SOME ARE NOT. PHONE NUMBERS TO CALL ARE AS FOLLOWS:

ENTEX 281/534-4569 • TEXAS-NEW MEXICO POWER 281/337-3543 • GTE 800/483-1000 • TCI CABLE 713/645-2311

ACC RESPONSE

A FORMAL RESPONSE SHOULD BE FORTHCOMING TO THE HOMEOWNER FROM THE ACC WITHIN FIVE (5) TO (10) WORKING DAYS; HOWEVER, THE ACC HAS A MAXIMUM OF 45 WORKING DAYS TO RESPOND TO A REQUEST. TO AVOID POSSIBLE DELAYS, FILL OUT THE ACC FORM COMPLETELY AND INCLUDE ALL REQUIRED SUBMITTALS.

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OWNER'S ACKNOWLEDGEMENT

THE UNDERSIGNED REQUESTS ARCHITECTURAL CONTROL COMMITTEE (ACC) REVIEW OF THE IMPROVEMENT(S) PROPOSED HEREIN IN ACCORDANCE WITH THE COVENANTS, CONDITIONS AND RESTRICTIONS OF THE SOUTH SHORE HARBOUR COMMUNITY ASSOCIATION, INC. IT IS UNDERSTOOD THAT THE ASSOCIATION MAY REQUIRE REMOVAL OR MODIFICATION OF ANY IMPROVEMENT(S) MADE PRIOR TO ACC REVIEW. IT IS FURTHER UNDERSTOOD THAT MODIFICATIONS OR ADDITIONS TO STRUCTURES OR NEW STRUCTURES MAY REQUIRE A CITY OF LEAGUE CITY BUILDING PERMIT FOR WHICH APPLICATION SHALL BE MADE SEPARATELY BY THE OWNER.

SIGNATURE OF HOMEOWNER: _____ DATE: _____

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FOR ARCHITECTURAL CONTROL COMMITTEE USE ONLY

REQUEST: _____ ACCEPTED _____ DENIED _____ DENIED & RETURNED FOR MORE INFORMATION

ACC COMMENTS: _____

ACC ACKNOWLEDGEMENT(S): _____

DATE: _____