BROOKGLEN COMMUNITY IMPROVEMENT ASSOCIATION ARCHITECTURAL APPROVAL APPLICATION FOR EXTERIOR HOME IMPROVEMENT

|--|

Please mail and/or email the completed application along with all attachments to:

BCIA P.O. Box 1822 La Porte, Texas 77572 brookglen_acc@yahoo.com

To Whom it may concern:

Attached to this letter is a set of plans and/or sketches for your review and approval. The work will be performed at the following address and is scheduled to start on/or about (date)

Property Owner/Residents Information:		
Resident(s) Name:		
Property Address:		
Mailing Address (if applicable):		
Mobile #:		
E-Mail:	Alternate Email:	
Contractor Information:		
Company Name:		
Contact Name:		
Mobile #:		
E-Mail:	Alternate Email:	

NOTE: The Brookglen ACC has forty-five (45) days from the time the application is received to approve or disapprove the application, so please make sure you allow enough time before you schedule your project.

The following required information (if applicable) is attached to expedite approval:

Plan view (view from above)
Front elevation (view from street)
Back elevation (view from backyard)
Left side elevation (view from left side, if facing house from street)
Right side elevation (view from right side, if facing house from street)

NOTE: Dimensions on the plans, sketches or survey must include set back distances from front, side, and back property lines. Other dimensions required are length, width, and height of the project from the ground. Roofing and siding material of construction must be described in detail. No permanent structure will be approved over any utility lines.

Owner's Affidavit:

- 1. To my knowledge, nothing in the proposed improvement/alteration is in violation of the Declaration of Covenants, Conditions, and Restrictions (Deed restrictions) as applicable to the subject lot.
- 2. I represent and warrant that the proposed improvement/alteration will be affected in strict compliance with the Deed Restrictions.
- 3. I understand that approval by the Board of Directors shall in no way be construed as a waiver or modification of the Deed Restrictions.
- 4. I represent and warrant that the proposed improvement/alteration will be in conformity and harmony with the exterior design and location of surrounding structures and topography, and that the quality of workmanship and materials involved will be in conformity with any existing adjacent structures.

- 5. I understand that it is my responsibility to conform with all cities, county, state, Federal, or any other jurisdictional building code or ordinance that may apply to this improvement/alteration and that approval by the BCIA shall in no way be construed as a waiver of such code or ordinance.
- 6. I agree that no construction or other work on this improvement/alteration shall commence, and the ACC will act on this request in a timely manner and notify the homeowner as quickly as possible of the decision.

on this request in a timely manner and notify the home	wner as quickly as	possible of the	e decision.
Sincerely,			
Printed Name:	Resident Signature:		
NOTE: Please number, sign and date all submitted dra	wings. There	are pages	s attached to this letter.
Date submitted:			
NOTE THE DOLLAR AND A COLUMN AS A COLUMN A			
NOTE: The Brookglen ACC has forty-five (45) days fro disapprove the application. You must have a signed approproject.	A A		* *
project.			
<<<<<<><<<<<><<<<><<<<><<<<><<<<><<<<><<<<	·>>>>>	>>>>>>	>>>>>>>>>>

This section is to be completed by Brookglen Architectural Control Committee						
Date received by the Committee:		Date Action Taken:				
Action taken:APPROVED	DENIED	CONDITIONALLY APPROVED				
Signature(s) of Brookglen ACC Member	er(s):					
Name (print)		Signature				
Name (print)		Signature				
Name (print)		Signature				
Only one committee member signature is required						
COMMENTS:						