

APPLICATION FOR APPROVAL TO MODIFY HOME OR PROPERTY

River Park West P.O.A.

2002 W. Grand Parkway N. Suite 100
Katy, Texas 77449
Phone: 281-870-0585
modifications@stservices.com

OWNERS NAME: _____ HOME PHONE: _____

ADDRESS: _____ WORK PHONE: _____

CITY: _____ ZIP: _____ CELL PHONE: _____

ALTERNATE ADDRESS / E-MAIL ADDRESS: _____

In an effort to protect the homeowner's rights and property values, it is required that any homeowner considering any change or addition to their home OR property which would effect the exterior appearance **MUST** submit their request in writing to the Architectural Review Committee **PRIOR** to initiating any change or addition. If any change is made that has not been approved, the Association has the right to ask the homeowner to remove the improvement from the property.

**PLEASE STATE PROPOSED
CHANGE OR ADDITION(S)** _____

A LOT SURVEY OF THE PROPERTY INDICATING THE LOCATION OF THE PROPOSED ADDITION, MODIFICATION OR STRUCTURE MUST BE ENCLOSED, ALONG WITH SPECIFIC DETAILS OF MATERIALS, COLOR, AND DIMENSIONS, INCLUDING HEIGHT.

YOUR LOT SURVEY SHOULD HAVE BEEN PROVIDED AT YOUR CLOSING. IF A LOT SURVEY CANNOT BE PROVIDED, PLEASE SUBMIT A DETAILED DRAWING OF THE PROPERTY SHOWING THE LOCATION OF THE HOME AND EASEMENTS. THE PLACEMENT OF THE IMPROVEMENT MUST BE SHOWN INDICATING THE DISTANCE FROM SIDE AND/OR REAR FENCING.

IF THE PROPOSED IMPROVEMENT HAS A ROOF, PLEASE SUBMIT AN ELEVATION DRAWING SHOWING HOW THE STRUCTURE WILL LOOK FROM A SIDE AND REAR VIEW.

NO LOT SURVEY IS REQUIRED FOR PAINTING, STAIN, SIDING OR ROOF REPLACEMENT. COLOR SAMPLES / PHOTOS ARE REQUIRED FOR PAINT/STAIN – LIST MANUFACTURE / COLOR NAME / COLOR CODE

MATERIAL TO BE USED: _____

DIMENSIONS: HEIGHT _____ WIDTH _____ LENGTH _____

I understand that the Committee will act on this request as quickly as possible and contact me in writing regarding their decision. Further, I understand that it is my responsibility to ensure compliance with all applicable governmental ordinances, codes, permits, etc. affecting such improvement(s). I agree NOT to begin any improvements until the Committee notifies me of their approval.

FAILURE TO SUBMIT THE SURVEY AND ALL REQUIRED INFORMATION MAY RESULT IN A DELAY AND/OR AUTOMATIC DISAPPROVAL OF THE APPLICATION.

HOMEOWNER SIGNATURE

DATE

CONSTRUCTION START/COMPLETION DATE

PLEASE REVIEW INSTRUCTION SHEET FOR THE REQUIRED INFORMATION FOR THE PROPOSED CHANGE OR IMPROVEMENT.

PLEASE E-MAIL OR CALL WITH ANY QUESTIONS.