| Kequest for 11 | ome Improvement / Arcl | nitectural Modifications |
|--|---|--|
| - | ome mprovement / Arci | |
| Association or Subdivision: | | |
| Owner's Name: | | |
| Property Address: | | |
| Mailing Address: | | |
| Home Phone: | Mobile Phone: | |
| Email: | | |
| Section 1: Overview of the improven Please mark ALL improvements you an application. This allows the committee | re applying for. Each improveme | nt checked below is considered a separate overnent individually. |
| □ Basketball Goal | □ House Addition | □ Pool/Spa |
| \Box Permanent \Box Portable | □ Landscape | \Box Roof |
| | Outdoor Kitchen | □ Sidewalk/Walkway |
| □ Driveway | □ Outbuilding/Shed | □ Solar Panels |
| Extension Expair | □ Paint | □ Tree Removal/Addition |
| □ Fence | □ Patio | □ Window Replacement |
| □ Flagpole | □ Patio Cover | □ Yard Art |
| Generator | □ Play Set | |
| | \Box Trampoline \Box S | Swing Set |
| □ Other | | |
| | | |
| Is this request in response to a violatio | <u>_</u> | No |
| Please note the length, width, and heigh | <u>_</u> | |
| Please note the length, width, and heigh <u>Section 2: Proposed Materials</u> As applicable, please detail the material reference to what is already in place. Ye | ht for each improvement included Is you plan to use in your project. Du <u>must</u> specify the specific mater | |
| Please note the length, width, and heigh Section 2: Proposed Materials As applicable, please detail the material reference to what is already in place. Yo stain sample if applicable to your project application (digital is accepted). Lumber Type(s): | ht for each improvement included ls you plan to use in your project. ou <u>must</u> specify the specific mater ct. You may include an attachmen | on this form. The words 'same' or 'to match' <u>cannot</u> be used in ials on this application. You <u>must</u> include a paint/ |
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Section 3: Before vs After Comparison

| Brick Color: | Siding Color: | |
|--|------------------------------|------------------|
| Current/proposed | <u> </u> | Current/proposed |
| Trim Color: | Accent Color: | |
| Current/proposed | | Current/proposed |
| Front Door Color: | Garage Door Color: | |
| Current/proposed Section 4: Project Execution | | Current/proposed |
| Contractor name and phone # | | |
| Anticipated Start Date: | Anticipated Completion Date: | |

It is required that any homeowner considering improvement on their deeded property submit a request to the Architectural Control Committee for approval by the Homeowners Association prior to initiating work on planned improvements. If any change is made that has not been approved, the Committee has the right to ask the homeowner to remove the improvement from their property. By signing this application, I understand that the Committee will act on this request as quickly as possible and contact me in writing regarding their decision. I agree not to begin property improvement(s) until the Architectural Control Committee notifies me of their decision.

Signature of Homeowner

Date

✓ <u>IS YOUR REQUEST COMPLETE?</u>

- o Described improvements, and attached elevation drawings, brochures or photos
- Attached your <u>SURVEY</u> showing the exact location of the proposed improvements and distances to the property lines (except for painting, roofs or window replacement)
- Attached sample(s) of the paint, if painting or stain(s) if staining
- o Defined the dimensions (length- width height) of the structure, improvements and/or fence.
- You will be notified if additional information or an application fee is required for your community
- Signed the application.

*You may attach additional documents or digital files of additional information to assist in the process.

There are 4 ways to submit your application

| Fastest Slowes | | | | |
|--|---|---|--|-----------------|
| Web portal | Email | Mail | In-person | <i>v</i> |
| A CONTRACTOR DE LA CONT | Microsoft – × Outlook Office 365 | UNITED STATES POSTAL SERVICE | | |
| Login and submit via portal: portal.chaparralmanagement.com | Send to acc@chaparralmanagement.com | Mail to CMC at: 6630 Cypresswood Drive Suite 100 Spring, TX 77379 | Bring to our office: 6630 Cypresswood Drive Suite 100 Spring, TX 77379 | |
| Recommended applicati | on channel | | | |
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