

CANYON GATE AT THE BRAZOS REQUEST OF HOME IMPROVEMENT FORM & APPROVAL

IN AN EFFORT TO PROVIDE AND PROTECT EACH INDIVIDUAL HOMEOWNER'S RIGHTS AND PROPERTY VALUES, IT IS REQUIRED THAT ANY HOMEOWNER OR GROUP OF OWNER'S CONSIDERING IMPROVEMENT(S) AND/OR CHANGE(S) TO THEIR HOME OR PROPERTY SUBMIT AN "APPLICATION FOR HOME IMPROVEMENTS AND MODIFICATIONS" TO THE ARCHITECTURAL CONTROL COMMITTEE. IF ANY CHANGE IS MADE THAT HAS NOT BEEN APPROVED, THE ASSOCIATION HAS THE RIGHT TO REQUIRE THE HOMEOWNER TO REMOVE THE IMPROVEMENT(S) AND/OR CHANGE(S) FROM THE PROPERTY. APPROVED PROJECTS MUST BE COMPLETED WITHIN 90 DAYS OF APPROVAL OR BE RE-SUBMITTED. **PLEASE READ CAREFULLY AND FOLLOW DIRECTIONS FOR A TIMELY ANSWER: YOUR SAMPLE, PHOTOS, BROCHURES, OR DRAWINGS MUST BE SUBMITTED WITH THIS APPLICATION. IF NOT, THIS REQUEST MAY AUTOMATICALLY BE DENIED AND THIS APPLICATION WILL BE RETURNED TO YOU. PLEASE ALLOW AT LEAST 45 DAYS FOR ANSWER--YOU WILL BE NOTIFIED BY LETTER.**

HOMEOWNERS INFORMATION

NAME		SUBDIVISION: CANYON GATE AT THE BRAZOS	
ADDRESS			DATE:
HOME PHONE NO.		WORK PHONE NO.	
EMAIL:			

REQUIREMENTS: MUST PROVIDE LOT SURVEY WITH PROJECT *DRAWN* ON SURVEY OR IT WILL BE RETURNED

WITH THE EXCEPTION OF PAINTING, SIDING, SCREENS, ROOF AND DOOR **EVERYTHING BELOW REQUIRES A LOT SURVEY.** A PHOTO OF YOUR HOME FOR COLOR COMPARISONS IS NEEDED: COLOR SAMPLES, MATERIALS, DIMENSIONS, DETAILS ARE REQUIRED ON ALL IMPROVEMENTS OR CHANGES AND MOST NEED PICTURES. (SEE BELOW). WITHOUT NECESSARY ITEMS—YOUR APPLICATION IS DENIED AND RETURNED TO YOU FOR COMPLETION AND RE-SUBMITTAL

CHECK BOX OR CIRCLE BELOW OF PROPOSED IMPROVEMENTS (OTHER REQUIREMENTS LISTED IN BOX)

<input type="checkbox"/> PLAY EQUIP, TRAMPOLINE BASKETBALL GOAL, FORT-PICTURE, DIM, HT, LOT SURVEY	<input type="checkbox"/> SAT .DISH, SOLAR ATTIC PANELS, GENERATOR-DIMENSIONS, <u>MARK LOCATION</u> ON PHOTO OF HOME & LOT SURVEY	<input type="checkbox"/> LOW VOLTAGE LANDSCAPE LITES /SECURITY LITES OR CAMERA -- PICTURE / LOCATION / WATTAGE	<input type="checkbox"/> REPLACE / REFINISH /FRONT OR GARAGE DOOR—PICTURE / COLOR SAMPLE
<input type="checkbox"/> GUTTERS/SIDING/SHUTTERS HARDI PLANK-- COLOR SAMPLE	<input type="checkbox"/> WROUGHT IRON FENCE, /GATE PICTURE/DIMENSION /LOT SURVEY	<input type="checkbox"/> POOL/SPA-DRAWINGS , ACCESS , EQUIP LOC -SUPPLIED BY POOL CO.	<input type="checkbox"/> DECK/ PATIO SLAB DRAWING/DIMENSIONS/LS
<input type="checkbox"/> SOLAR SCREENS/WINDOW FILM OR TINT- SAMPLE & WHAT WINDOWS	<input type="checkbox"/> STAMPED CONCRETE-LOCATION, PICTURE OR SAMPLE OF CONCRETE, LOT SURVEY	<input type="checkbox"/> YARD ART: STATUE, POTS, BENCH, FOUNTAIN, BIRD BATH, ETC.- PICTURE & DIM	<input type="checkbox"/> LANDSCAPE BORDER, SIDEWALK, DRIVE EXT. -PICTURE, DIM, MATERIALS SHOW ON LOT SURVEY
<input type="checkbox"/> STORAGE SHED-, PICTURE, DIMENSIONS, LOT SURVEY, TYPE OF ROOF, SHED COLOR	<input type="checkbox"/> PATIO COVER/ ARBOR/ GAZEBO/ SUN ROOM, ROOM ADDITION- SEE BELOW *****	<input type="checkbox"/> REPLACE / NEW WINDOWS- WHICH WINDOWS, PICTURE/ BROCHURE TO SHOW LOOK	<input type="checkbox"/> SPRINKLER SYSTEM-SHOW LOC. OF SPRINKLER HEADS ON LOT SURVEY
<input type="checkbox"/> EXTERIOR PAINTING/STAIN-EVEN IF SAME COLOR-NEED COLOR SAMPLE	<input type="checkbox"/> NEW FENCE OR RELOCATE -- TYPE OF WOOD, HEIGHT / LOT SURVEY- IF STAIN-, SAMPLE	<input type="checkbox"/> ROOF- SHINGLE NAME, MANUFACTOR, AND NUMBER WARRANTY YRS _____	<input type="checkbox"/> LANDSCAPE, ROCKS, TREE REMOVAL, TREE PLANTING- LOCATION L/S & PICTURE
<input type="checkbox"/> IF OTHER, PLEASE DESCRIBE:			
<input type="checkbox"/> WHO WILL DO THE WORK:		<input type="checkbox"/> PHONE NUMBER: ()	<input type="checkbox"/> PORTION OF HOUSE TO BE PAINTED:
<input type="checkbox"/> TRIM COLOR: (SOFFIT, FASCIA, WINDOW TRIM) PAINT SAMP		<input type="checkbox"/> ACCENT COLOR (SHUTTERS, DOORS) PAINT SAMPLE	

A LOT SURVEY // PLAT SHOWING BUILDING LINES AND EASEMENTS CAME WITH YOUR CLOSING PAPERS

****ROOM ADDITION, ENCLOSED PATIO, STORAGE BUILDING, SUN ROOM, PATIO COVER, GAZEBO OR ARBOR- APPLICATIONS MUST HAVE: PHOTOS, BROCHURE, 2 DRAWINGS,(SIDE & FRONT VIEWS) DIMENSIONS, MATERIALS USED, PAINT, ROOF, AND SCREEN SAMPLES, AND A LOT SURVEY SHOWING LOCATION OF IMPROVEMENT OR YOUR APPLICATION WILL BE RETURNED.**

DIMENSIONS NEEDED FOR ANY STRUCTURE MEASURE FROM GROUND TO HIGHEST PEAK:

HEIGHT AT HIGHEST PEAK: _____ **WIDTH:** _____ **LENGTH** _____ **SQ. FOOTAGE:** _____

CIRCLE MATERIALS USED LUMBER: BRICK: CEMENT: PIPE: SCREEN : FENCE: ELECTRICAL: SHINGLES : OTHER :

HOMEOWNER SIGNATURE: _____ DATE: _____

**E-MAIL APPLICATION TO:
CANGATEB@CIRAMAIL.COM**

Canyon Gate at the Brazos, O.A. Inc.Att: ACC
1230 Brazos Trace, Richmond, TX 77469

DATE RECEIVED: _____

• **AC COMMITTEE USE BELOW:**

APPROVAL: _____ DENIAL: _____ COMMITTEE SIGNATURE _____ DATE _____

• **Comments:** _____

INSTRUCTION LIST – ITEMS BELOW ARE NECESSARY FOR APPROVAL
KEEP IN YOUR FILES FOR FUTURE PROJECTS – DO NOT RETURN PROJECTS
FIND YOUR PROJECT BELOW: READ AND FOLLOW INSTRUCTIONS

Failure to submit all required information will result in the application being denied and returned back to you asking for completion and resubmission.

- EVERYTHING requires a lot survey with the project's location *DRAWN* on survey.
- SEND A PHOTO OF YOUR HOME SHOWING THE COLOR OF BRICK, TRIM AND LOCATION OF PROJECT
- DIMENSIONS INCLUDE THE HEIGHT FROM GROUND TO THE HIGHEST PEAK
- We need to know what your project will look like after completion.

IF YOU ARE APPLYING FOR: !find project and submit necessary items!

1. PATIO COVER, ARBOR, GAZEBO, ROOM ADDITION, PERGOLA ETC.: you must submit 2 drawings -a side view and a front view- showing how the structure will look -: Indicate dimensions, including height from ground to highest peak, color, materials and roofing. Provide photos or brochure, roof & paint samples, and show placement on the lot survey.
2. PLAY FORT, SWING SET, TRAMPOLINE, BASKETBALL GOAL, ETC: you must submit a photo, brochure or drawing. Indicate, height, color, materials, dimensions, etc. and show the placement on the lot survey.
3. POOL / SPA: you must indicate on the lot survey the location of the pool / spa, pool equipment, and any decking. Also show any slides or other structures that would be over three (3) feet high. Please indicate how they will access the backyard.(Pool Company will supply this for you).
4. STAIN, EXTERIOR PAINTING, GUTTERS, SIDING, OR HARDIPLANK: please submit sample of COLOR of stain, paint or siding material, even if using the same existing color.
5. NEW ROOFING: please submit roofing shingle sample, number of warranty years of shingles & manufacturer, name of roofing company and their phone number.
6. NEW FRONT DOOR, STAINING DOOR, GARAGE DOOR: Please provide photo or brochure and color sample. If STAINING door, please provide stain color sample.
7. SOLAR SCREENS, TINT OR REPLACING WINDOWS: please provide screen or fdm samples and what windows you are adding this to. If replacing windows, state what windows you are replacing and send photos or brochure to show look.
8. WROUGHT IRON GATE OR FENCE: please submit drawing, photo, or brochure, color, dimensions, and indicate placement on a lot survey.
9. DECKING OR PATIO: please indicate location on lot survey, materials to be used, and dimensions including height of decking.
10. CONCRETE WORK (SIDEWALKS, DRIVEWAY, PATIO SLAB ETC.) please show location on lot survey and dimensions. Include a picture.
11. SATELLITE DISH, OR ANTENNAE: please give size of dish, & height of antennae. Show location on the home by taking a picture and marking the area. If not located on home, indicate placement on a lot survey. Please provide photo of antennae.
12. YARD ART / DECORATIONS (BIRD BATHS, POTS, BENCHES, STATUES, SWING, WATER FOUNTAIN, ETC): submit photo or brochure, dimensions, and show location on lot survey.
13. LANDSCAPING, LANDSCAPE BORDER, TREE REMOVAL OR PLANTING: please submit details, type of tree removed or planting, placement on lot survey. Picture of border.
14. WOOD FENCE OR MOVING FENCE: height & type of fence, materials, and show location / change on lot survey. IF STAINING, please provide stain color sample.
15. LANDSCAPING LIGHTS, !!! SPRINKLER SYSTEM please show placement of all lights and all sprinkler heads on lot survey. Please provide a photo or brochure of the appearance of the landscaping lights and wattage of lights.
16. SHUTTERS: need photo or brochure showing the look and paint color sample what windows.
17. STORAGE SHED: need photo or brochure, dimensions including height from ground to highest peak, color, materials, and draw location on lot survey.
18. BALCONY: Need photos of current look of home, drawing of location of proposed balcony, how this will fit/blend on home, materials used, type of railing and color of rail, how it will be supported, what flooring is on the ground and 2nd floor. Show how it will look when completed.
19. SOLAR ATTIC PANELS: brochure, dimensions, show location by taking photo of home and mark location on photo. PLEASE USE A COLOR OTHER THAN BLACK INK TO DRAW LOCATION ON LOT SURVEY!