

**SPRING CREEK FOREST ARCHITECTURAL CONTROL COMMITTEE
PO BOX 11972
SPRING, TEXAS 77391**

REQUEST FOR HOME IMPROVEMENT APPROVAL

Please provide the following information as a minimum for your project to be considered by the ACC.

1. Check the appropriate project type:

- | | | | |
|--|--------------------------------------|---|--|
| <input type="checkbox"/> Room addition | <input type="checkbox"/> Outbuilding | <input type="checkbox"/> Roof replacement | <input type="checkbox"/> Pool/Spa Installation |
| <input type="checkbox"/> Driveway Replacement | <input type="checkbox"/> Fence | <input type="checkbox"/> Patio Cover | <input type="checkbox"/> Deck Installation |
| <input type="checkbox"/> Antenna Installation | <input type="checkbox"/> Siding | <input type="checkbox"/> Tree Removal | <input type="checkbox"/> Paint |
| <input type="checkbox"/> Other (specify) _____ | | | |

2. Any request that includes room additions, fences, swimming pools, etc. (anything that is added to the lot) must include a survey plat with proposed improvements clearly marked. Any previous improvements not shown on the plat should also be marked. Please draw to the scale of the plat and clearly indicate all measurements.

3. Drawings/sketches of your proposed work. For example, a room addition must include drawings showing the front, back, and side elevations. Professional drawings are not required but they should be neat and drawn to scale.

4. A written description of all work to be done and a timetable for project completion. Include a list of all materials to be used in the project such as type and color of shingles, siding, windows, paint chip for any painting, etc.

The written description is very important. To eliminate any delays in the approval process, someone totally unfamiliar with the proposed project should have a clear understanding of the proposed work after reading the project description. If there are any uncertainties about the proposed project, please call a member of the ACC before submitting the request.

Mail the completed form with any attachments to the above address. It can also be delivered to 17614 Teal Forest Ln. There is a mail box on the front porch -- please raise red flag.

Questions can be directed to Danny Stammer (281-376-1269), Marty Thomen (281-507-5895), or Charley Prine (281-370-1412).

I am submitting these plans on the _____ day of _____, _____, with the understanding that **I am not to start work on this project without ACC approval.**

Name _____ Address _____

Phone # _____ Email (Print Clearly) _____

- APPROVED by ACC APPROVED by ACC WITH exceptions noted DISAPPROVED by ACC

ACC MEMBER SIGNATURE _____ DATE _____

AUTHORIZED WORK MUST BE COMPLETED WITHIN 6 MONTHS OF THE ABOVE DATE OR AUTHORIZATION IS REVOKED AND NEW PLANS MUST BE SUBMITTED FOR APPROVAL.