

BELLAVITA AT GREEN TEE HOMEOWNERS' ASSOCIATION

REQUEST FOR HOME IMPROVEMENT APPROVAL

In an effort to provide and protect each individual Homeowner's rights and values, it is required that any Homeowner or group of owners considering improvements and/or changes to their home or property to submit a REQUEST FOR HOME IMPROVEMENT APPROVAL to the Architectural Review Committee for planned improvements and/or changes. If any change is made that has not been approved, the Association has the right to ask the Homeowner to remove the improvement(s) and/or change(s) from the property.

Please fill out this form in COMPLETE detail.

DATE: _____

Name of Owner _____

Address: _____ Home Phone _____

Subdivision _____ Business Phone _____

=====

Type of improvement/change proposed: _____

I. Painting:
Color of Brick _____

Color to be used for: (include samples for each area)

Main portion of house _____
(Including Garage Doors)

Trim _____
(Soffit, Fascia Boards, Window Trim)

Accents _____
(Shutters, Window Hoods, Doors)

- II. Basketball Goal:
Must submit:
1. Lot survey with location of the basketball goal indicated
 2. Description
 - a. Color of net, pole/base and backboard

III. Structures:

IF YOU ARE BUILDING A STRUCTURE WITH WALLS AND A ROOF, YOU MUST INCLUDE AN ELEVATION DRAWING SHOWING THE DIMENSIONS OF THE STRUCTURE, ESPECIALLY THE HEIGHT.

- Must submit:
1. Lot survey with the location of the structure indicated
 2. Type of materials to be used
 3. Dimensions of structure, i.e., height, width and length
 4. Samples of roofing material and paint

- IV. Other:
1. Include brochure/photos
 2. Lot survey if being installed in your yard (sprinkler system/lighting)
 3. Material sample

Please sign:

I understand that the Association's Architectural Review Committee will act on this request as quickly as possible and contact me regarding their decision. I agree not to begin property improvements/changes until the Architectural Review Committee notifies me of their approval.

I understand and agree that it is the duty of the Owner and any contractor or consultant employed by the Owner to determine that the proposed improvement is structurally, mechanically, and otherwise safe, and that it is designed and will be constructed in accordance with the Covenants and Restrictions applicable to the Lot. I agree that neither the Association, or any Director, Officer, Committee, Managing Agent, or member or employee thereof (the "Indemnified Parties"), shall be liable for damages or otherwise because of the approval or non-approval of this application or any facet thereof. I hereby release, indemnify and hold harmless the Indemnified Parties harmless from any claim, liability, damage, suit and attorney's fees arising out of any action or omission of any of the Indemnified Parties with regard to this application and in regard to the design plan review, construction or inspection of the proposed improvements, including any claims, liability, damages, suits and attorney's fees resulting from the negligent acts of one or more of the Indemnified Parties.

Signature of Homeowner

Proposed Construction Start Date

Proposed Completion Date

RETURN TO:
ASSOCIATION MANAGEMENT, INC.
5295 Hollister St.
Houston, TX 77040

PLEASE NOTE: THE ARCHITECTURAL REVIEW COMMITTEE HAS THIRTY (60) DAYS FROM THE DATE THE APPLICATION IS RECEIVED TO REVIEW APPLICATIONS AND RESPOND TO REQUESTS. THANK YOU FOR YOUR UNDERSTANDING.

PLEASE NOTE: PER THE GOVERNING DOCUMENTS OF YOUR ASSOCIATION, THE ARCHITECTURAL REVIEW COMMITTEE HAS A SPECIFIC PERIOD OF TIME IN WHICH THEY RESPOND TO YOUR APPLICATION. THANK YOU FOR YOUR UNDERSTANDING.

STORAGE BUILDING

1. *Copy of recorded lot survey showing location. (Cannot be visible from street in front or side of house.*
2. Materials (all materials must match the main residence in type, quality and color (metal, aluminum, plastic, etc., not permitted)
3. Dimensions – cannot exceed 100 sq.ft. (10x10x8 tall) Height is measured from the ground to peak.
4. Paint and roof sample or they may note on application that “all materials will match the main residence in type, quality and color).
5. Cannot be located on a utility easement or drainage easement.
6. Installation may not begin until written approval is obtained.

BASKETBALL GOAL

1. *Copy of recorded lot survey showing location.*
2. Materials
3. Installation may not begin until formal approval is obtained.

POOL

1. *Copy of recorded lot survey showing location of pool and equipment*
2. *If there's a waterfall, water fountain or slide, need the height.*
3. *Is property totally enclosed by a 6 ft. fence (unless house backs up to a lake or golf course), including breezeway if there's a detached garage (fence extensions not permitted)*
4. Method of drainage, where and how (must be underground to sewer, homeowner will have to check with their mud district to find out what they require).
5. \$500.00 deposit check The purpose is to ensure that if the homeowner's contractor damages any common area or neighbor's property, it's restored to the Association's or neighbor's satisfaction.
6. **ACCESS THROUGH COMMON AREA IS EXPRESSLY PROHIBITED.**
7. *Neither the pool nor the decking may encroach easements, building lines or setbacks.*
8. Work may not commence until written approval is obtained.

PATIO COVER

1. *Copy of recorded lot survey showing location of patio cover.*
2. Dimensions, height, length, depth height at its highest and lowest point.
3. Materials – all materials must match main residence in type, quality and color.
For shingled patio covers need slope and shingles must match main residence.
For trellis type, need skirting information.
4. Method of attachment to main residence if not freestanding.
5. Side view elevation drawing.

6. Work may not commence until written approval is obtained.

PAINT

1. Need a sample of each color to be used and where (main, trim or accents). Accents are the shutters, doors and window hoods, if any.
2. Work may not commence until written approval is obtained.

SOLAR SCREENS

1. *Sample of screen for color. Reflective materials not permitted.*
2. Work may not commence until written approval has been obtained

MISCELLANEOUS

Statues, fountains, birdhouses, etc. are approved based on the Association's Governing Documents. They may not be permitted in the front yard; however the homeowner may submit a copy of their lot survey showing the location and height. Birdhouses must be located in the back yard, off the easement(s).

STORM DOORS

1. *All storm doors must be "full view" (all glass). The frame should match the trim of the house or the color of the doorframe.*
2. *Door may not be installed until written approval is obtained.*

THESE ARE GENERAL GUIDELINES TO ASSIST US IN EXPEDITING YOUR APPLICATION. EACH ASSOCIATION HAS ITS OWN SPECIFIC GUIDELINES WITH WHICH YOU NEED TO COMPLY.

Please complete and submit with Request for Home Improvement Approval form if installing a pool.

- A. Equipment Location_____
- B. Backwash to Sewer_____
- C. Easement Lines_____
- D. Trees to be Removed_____
- E. Existing 6' Fence with Self-Latching Gate ____ Yes ____ No
- F. Color of Deck_____
- G. Pool Drain – Recirculates Back to Pool ____ Yes ____ No
- H. Area Drains to Street ____ Yes ____ No (This will drain rainwater only.)
- I. Access_____
- J. Distance from edge of pool to each lot line_____
- K. Type of coping_____
- L. Type of Filter_____
- M. Fence Work to be Done_____
- N. Equipment Location_____
- O. A Deposit Check of \$500/\$1,000 must accompany this application_____
- P. All Equipment, Deck, Coping and Pool are below 6' Fence That Surrounds Backyard.
Yes ____ No ____
- Q. Sliding Board_____
- R. Location of Backwash_____
- S. Location of Sewer_____
- T. A Lot Plan Showing Easements, Existing Improvements, Proposed Pool, Deck and Equipment must accompany this application.