



BELLAVITA

At Green Tee

HOMEOWNERS' ASSOCIATION

REQUEST FOR HOME IMPROVEMENT APPROVAL

In an effort to provide and protect each individual Homeowners' rights and values, it is required that any homeowner or group owners considering improvements and/or changes to their home or property submit this form to the Managing Agent prior to installation. 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 Note: Contractors cannot submit applications on the homeowner's behalf.

Please fill out this form in COMPLETE detail:

DATE _____

OWNER'S NAME _____

MAILING ADDRESS _____

PROPERTY ADDRESS _____

PHONE _____

EMAIL _____

*** Communication regarding applications will be sent via email. Please ensure that a current email address is listed above. If you do not use email, please enter "Not Applicable" in the email field above.**

TYPE OF IMPROVEMENT/CHANGE PROPOSED _____

COLOR OF BRICK _____

PAINT COLOR (All samples must be submitted) TO BE USED FOR:

Main portion of house (including garage door) _____

Trim (Soffit, fascia boards, window trim) _____

Accents (shutters, window hoods, doors) _____

STRUCTURES:

If you are building/installing a structure (including storage buildings), you must include an elevation drawing showing the dimensions of the structure, including the height.

If you are building a pool, a \$5,000.00 deposit is required with the application.

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Failure to submit the lot survey, color samples, material samples, plans or any other necessary information will result in the application being returned to the homeowner for the additional information. Incomplete applications cannot be processed and will be deemed denied until all required information is received.

I understand that the Association 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 Managing Agent notifies me of the 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, nor 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 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 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.

Printed name of Homeowner

Proposed construction start date

Signature of Homeowner

Proposed completion Date

Submit Form to:
Bella Vita at Green Tee
1548 N Riviera Circle
Pearland, TX 77581
Or
Rebekah.chevalier@inframark.com

PLEASE NOTE: THE COMMITTEE HAS SIXTY (60) DAYS FROM THE DATE THE APPLICATION IS RECEIVED TO REVIEW APPLICATIONS.

PLEASE KEEP INSTRUCTIONS FOR FUTURE APPLICATIONS

FAILURE TO SUBMIT ALL REQUIRED INFORMATION CAN RESULT IN THE APPLICATION BEING RETURNED DENIED UNTIL ALL INFORMATION IS PROVIDED. EVERY EFFORT WILL BE MADE TO NOTIFY APPLICANT OF ANY LACKING INFORMATION. THE ARCHITECTURAL CONTROL COMMITTEE WILL REVIEW EACH SUBMITTAL AS QUICKLY AS POSSIBLE UPON RECEIPT OF ALL REQUIRED INFORMATION.

- 1) If you are applying for a structure (**PATIO COVER, ARBOR, GAZEBO, STORAGE SHED, ROOM ADDITION, ETC.**) you must submit plan and elevation drawings showing how the structure will look. Indicate size, **overall height**, color, materials and roofing. Copy of any permits if applicable. Show placement on the Lot survey and access route to rear of property if applicable.
- 2) If you are applying for play structures (**PLAY STRUCTURE, SWING SET, TRAMPOLINE, BASKETBALL GOAL, ETC.**) you must submit a photo, brochure or drawing. Indicate size, height, color, materials, etc. and show location on Lot survey.
- 3) If you are applying for a **POOUPA** you must submit detailed drawings of pool and indicate on Lot survey the location of pool, pool equipment and drain lines. Access to rear of property must be indicated on Lot survey.
- 4) If you are applying for exterior **PAINTING OR SIDING** submit sample(s) of paint color and location of the color such as "trim", "body", "shutters", etc.; and for siding, product information from the manufacturer. Supply photo of home showing present color, brick, stone, rock, etc.
- 5) If you are applying for a new **ROOF** please submit manufacturer's name / product name / color name / length of warranty/ specify dimensional or high definition. A color brochure or small sample may be requested if it is an uncommon manufacturer or product.
- 6) If you are applying for new **DOORS, STORM DOORS, OR WINDOWS** please provide photo or brochure of the product and explain the location on the home.
- 7) If you are applying for **SOLAR SCREEN/WINDOW TINTING** please provide material data and samples and explain the location on the home.
- 8) If you are applying for **SECURITY CAMERAS, SECURITY GATES/SECURITY BARS** please submit drawing indicating design, size, color, and indicate placement on Lot survey; for cameras, show direction aimed.
- 9) If you are applying for **DECKING/PATIO** please indicate location on Lot survey, materials to be used and height of decking off adjacent ground.
- 10) If you are applying for **CONCRETE WORK/PAVERS, ETC.** (sidewalks, driveway extension, etc.) indicate location on Lot survey. Provide dimensions of improvement, dimensions from side Lot line(s), and description of materials. Provide a color brochure if applicable.
- 11) If you are applying for **LANDSCAPING OR TREE REMOVAUREPLACEMENT** please submit a plant list indicating plant type, size at maturity and indicate placement on Lot survey.
- 12) If you are applying for **FENCING/GATES** please indicate height and materials, provide a drawing for each. Indicate location on Lot survey.
- 13) If you are applying for **YARD DECORATIONS** (birdbath, benches, statues, signs, lighting, etc.) submit photo or brochure, list dimension. Indicate location on Lot survey.
- 14) If you are applying for **SOLAR ENERGY DEVICES**, please provide a photo, description and/or brochure and indicate size, height, color, materials and show location on lot survey. **If the chosen location does not comply with guidelines, please provide energy analysis for the location that is most efficient.**
- 15) If you are applying for a **FLAG POLE**, please submit height, material, installation specifications, and brochure and indicate location on lot survey. Also submit the size and type of flag(s) to be flown.

PLEASE FORWARD APPLICATION AND SUPPORTING INFORMATION TO THE CONTACT CHOICE(S) ON THE APPLICATION FORM