

THE WOODS OF BRUSHY CREEK
ARCHITECTURAL CONTROL COMMITTEE - IMPROVEMENT REQUEST FORM

Date _____

In accordance with the recorded covenants, conditions and restrictions of the association, and in order to protect each individual owner's rights and values, it is required that any owner who is considering improvement of his deeded property, such improvement including, but not limited to: satellite antenna, patios, patio covers, swimming pools, decks, outside buildings, fencing, re-siding, re-roofing, re-painting of exterior, front yard landscaping, walkways, building add-ons, or any other exterior change to the property or structure, submit the following to the WBCHOA Architectural Control Committee prior to initiating work on the planned improvements:

- _____ (1) A completed Improvement Request Form
- _____ (2) Complete and detailed building plans, drawn to scale, material listing and specifications
- _____ (3) A property site/plot plan drawn to scale showing property lines, easements, existing improvements, and the location of the proposed improvement.
- _____ (4) Color samples of exterior finishes (if applicable).

FAILURE TO SUBMIT THE REQUESTED ATTACHMENTS (ITEMS 1, 2 & 3) PRIOR TO CONSTRUCTION MAY RESULT IN DENIAL OF YOUR REQUEST FOR IMPROVEMENT. If any change is made without approval, the Committee has the right to tell the homeowner to remove the improvement from his property. Any homeowner considering any exterior improvement to his property is urged to review the recorded deed restrictions prior to initial request. The Improvement Request Form and supporting documents may be scanned and emailed to Debra.Johnson@goodwintx.com. If you prefer, you may also fax or mail the documents to our HOA management office:

Debra Johnson, Property Manager, Goodwin Management, Inc., 11149 Research Blvd., Suite 100, Austin, TX 78759-5227, or fax: 512-346-4873.

PLEASE PRINT THE FOLLOWING INFORMATION:

Owner Name _____ Home Phone: _____
Address _____ Work Phone: _____
Austin, Texas 78717 Email: _____

Briefly describe the proposed improvement _____

Who will do the actual work on this improvement?

Location of improvement (check actual areas that apply):

_____ Front of dwelling _____ Back of dwelling _____ Side of dwelling
_____ Roof of dwelling _____ Garage _____ Patio
_____ Other (Describe) _____

Material to be used for the improvement (check applicable items):

_____ Brick - Color _____ Stucco- Color _____
_____ Wood - Color _____ Roofing-Color _____
_____ Siding Wood _____ Other _____ Fencing-Type _____
_____ Paint - Color _____ Stain - Color _____

Other (Explain) _____

I acknowledge that the Architectural Control Committee will act on this request in accordance with the CC&Rs: "Within ten (10) days after it receives any request for approval, the Committee may request, in writing, any information or documentation reasonably needed to make its determination. Upon receipt by the Committee of all of the information requested by it for evaluation of the proposed improvement, the Committee shall have twenty (20) days within which to respond."

Homeowner Signature

Date

Construction Start Date

Estimated Completion Date

WBCACC Member Initials / Date

Approved or Disapproved