EXTERIOR IMPROVEMENT APPLICATION

In accordance with the governing documents of your Association, all exterior improvements and/or changes from the original construction must be submitted for and approved by the Architectural Control/Review Committee (ACC/ARC). Failure to receive approval for the improvement and/or change may result in you having to remove, alter or change the improvement in order to comply with the rules and regulations of the Association. Please complete the application below in its entirety and return to **STERLING ASSOCIATION SERVICES, INC. (SASI) to 6842 N. SAM HOUSTON PKWY W., HOUSTON, TX 77064 (Phone 832-678-4500, facsimile 832-678-4510, or email ACC@Sterlingasi.com).**

Subdivision/Association_____

Property Address_____Sec/Blk/Lot_____/_____/_____

Name_____

Work#_____Home#_____E-mail_____

Mailing Address_____

No improvement will be considered and is automatically denied without the following:
►A site plan/survey indicating location of the proposed improvement, providing the distance from the structure to the fence and/or lot lines and easements. Front, rear and side view elevation plans are to be provided.
►Color swatches and samples or pictures of materials to be used in the improvement (shingle, paint, brick, stain, siding, etc).
►Completion of all applicable areas below of the application.

Status: _____/_____-_____/ _____/ _____/_____/_____
Start Stop Date Date of Completion Under Construction

Check all that apply:

☐ Exterior Paint	☐ Roof	☐ Playground Equipment	☐ Sunroom/ Patio Enclosure
☐ Patio (ground)	☐ Pool/Spa ☐	☐ Permanent Basketball Goal	☐ Storage Bldg
☐ Patio Cover	☐ Gazebo	☐ Portable Basketball Goal	☐ Siding
☐ Deck	☐ Arbor/Pergola	☐ Room Addition	☐ Antenna/Dish
☐ Fence	☐ Mailbox	☐ Exterior Lighting	☐ Storm Doors/Windows
☐ Gates/ Burglar Bars	☐ Solar Screens	☐ Landscape Statuary	☐
☐ Window Shades/ Awnings		☐ Driveway/Sidewalk (new & extension)	

☐ Other_____

Size: Height_____Width_____Length_____

Location of Improvement:
☐ Front of House ☐ Back of House ☐ Left side of house (stand and face house) ☐ Right side of house (stand and face house)

List of Materials with color and/or material samples or photos provided (check all applicable)

☐ Base paint color_____	☐ Trim paint color_____
☐ Garage door paint color_____	☐ Garage door trim color_____
☐ Stain color_____	☐ Fence color/material_____
☐ Siding color/material _____	☐ Roof color_____

☐ Other_____

___ (initial) I understand the ACC/ARC are a group of volunteers in the community and will do their best to act as quickly as possible in their determination regarding my application. I hereby certify that the proposed construction/ modification is in full compliance with all the Declaration of Covenants, Conditions and Restrictions and all guidelines currently adopted by the Association.
___ (initial) I understand that the decisions are determined concerning only my architectural plans submitted. I am responsible to obtain whatever easements, permits, licenses and approvals, which may be necessary to improve the property in accordance with the submitted plans.

_____ _____
Owner's Signature Date

_____ _____
ACC Signature Date

Please circle one: APPROVED DENIED (reason): _____