

Canyon Parke Estates at Remuda Ranch Homeowners Association, Inc.
HOME IMPROVEMENT REQUEST FORM

Unit _____ Block _____ Lot _____

Return this form and any required attachments to:

Canyon Parke Estates at Remuda Ranch Homeowner's Association, Inc.
Architectural Control Committee
Post Office Box 1716
Helotes, Texas 78023

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 to include, but not be limited to patio covers, decks, outside buildings, fencing, building add-ons, etc., submit the following to the Architectural Control Committee prior to initiating work on the planned improvements:

- _____ (1) A completed Improvement Request Form
- _____ (2) Complete and detailed building plans, material listing and specifications
- _____ (3) A property Land Title Survey (plot plan) showing the location of the proposed improvement.

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.

Owner's Name _____ Home Phone _____
Address of Property _____ Work Phone _____

Briefly describe the improvement you propose: _____

Who will do the actual work on this improvement? _____

Location of the improvement (check all that apply):

_____ Front of house _____ Back of house _____ Side of house
_____ Roof of house _____ Garage _____ Patio
_____ Other (describe) _____

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

_____ Brick - Color _____ _____ Cement
_____ Siding - Type _____ _____ Fencing - Type _____
_____ Wood - Type _____
_____ Paint - Color(s) _____
Will the paint color(s) match the home's existing paint? (if not, please explain below) _____
_____ Stain - Color _____ What is being stained? _____
_____ Roofing (describe) _____
_____ Electrical (describe) _____
_____ Other (explain) _____

Comments/explanations: _____

Property Address _____ Improvement _____

New Home: _____ If so, are 2 sets of house plans enclosed? _____ Exterior Change/Improvement: _____

Owner Acknowledgement:

I understand the Architectural Control Committee will act on this request as quickly as possible and I will be contacted in writing regarding the Committee's decision within thirty (30) days of their receipt of this request.

I agree not to begin improvement without first receiving written approval from the Architectural Control Committee.

I understand it is my responsibility to comply with all established building codes and to ensure any required building permits are obtained after I receive Committee approval of this improvement request.

Owner's Signature

Proposed Start-up Date for the Improvement

Date Signed

Estimated Completion Date for the Improvement

FOR ARCHITECTURAL CONTROL COMMITTEE USE:

Committee Member

Date

Approved

Disapproved

Committee Member

Date

Approved

Disapproved

Committee Member

Date

Approved

Disapproved

If disapproved, why? _____

What changes are recommended before request will be reconsidered for approval? _____

