

# Architectural Modification Application

Goodwin & Company

Please visit the Architectural Review tab in TownSQ and submit your Application if you do not Utilize TownSQ send the Completed application to  
ACCReview@goodwintx.com for Questions 281-706-8950

The Architectural Review Committee (ARC) will review this request if all information has been provided. Any modifications to your property must be submitted to the ARC for approval PRIOR to any work or modifications being construction. Please note that some communities have additional documents you may be asked to be completed. Your application might have a DENIED outcome if it is incomplete. Please see attached checklist (if applicable) to help expedite your application.

ASSOCIATION:

NAME (Owner):

PROPERTY ADDRESS:

OFF-SITE MAILING ADDRESS:

EMAIL ADDRESS:

CONTACT #:

## TYPE OF IMPROVEMENT

|   |  |  |   |
|---|--|--|---|
| <input type="checkbox"/> Basketball Goal          | <input type="checkbox"/> Gazebo              | <input type="checkbox"/> Rain Barrel   | <input type="checkbox"/> Mailbox          |
| <input type="checkbox"/> Deck / Patio             | <input type="checkbox"/> Major Landscape     | <input type="checkbox"/> Roof          | <input type="checkbox"/> Storage Building |
| <input type="checkbox"/> Door: Front/Storm/Garage | <input type="checkbox"/> Paint               | <input type="checkbox"/> Room Addition | <input type="checkbox"/> Other - Notes:   |
| <input type="checkbox"/> Driveway Extension       | <input type="checkbox"/> Patio Cover / Patio | <input type="checkbox"/> Siding        | _____                                     |
| <input type="checkbox"/> Fence / Gate / Columns   | <input type="checkbox"/> Play Structure      | <input type="checkbox"/>               | _____                                     |

All proposed projects **MUST** be drawn and submitted on your survey/plot plan.

Height: \_\_\_\_\_ (from ground to highest point)      Length: \_\_\_\_\_      Width: \_\_\_\_\_

Materials: \_\_\_\_\_      Color: \_\_\_\_\_

Roof Materials: \_\_\_\_\_      Roof Color : \_\_\_\_\_

Name of Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

PROPOSED CONSTRUCTION START DATE: \_\_\_\_\_

*Your project must start within 90 days from the date of approval, or you must resubmit for approval.*

PROPOSED COMPLETION DATE:

*All projects must be completed within 120 days from the date the project commenced.*

Please Note: Approval of plans submitted will be contingent upon the right of the Architectural Review Committee (ARC) to make an exterior inspection of the property to assure the improvements and/or addition are constructed in accordance with the plans approved by the Architectural Review Committee. Your signature on this form gives your consent to have the property inspected by the ARC.

SIGNATURE OF PROPERTY OWNER: \_\_\_\_\_      DATE: \_\_\_\_\_

## **DRIVEWAY EXTENSION OF WALKWAY**

- Property Survey clearly marking the location
- Material (concrete, gravel, asphalt)
- Dimensions of the extension or walkway
- If inserting paver's, include photos for a visual reference
- If staining or painting, include photos of what finished product will look like with name and identifying numbers

## **FENCES/GATE**

- Property Survey clearly marking the location
- Total height of fence including any rot board
- Wood type (cedar or pine)
- If sealant or stain, include pictures of what final product would look like with name and identifying numbers
- If iron or monograms, must include photos
- If planning on horizontal pickets or "Ranch Style" fence, include photos of what final product would look like
- If iron fence, include final color

## **PATIO COVERS**

- Property Survey clearly marking the location
- Paint or stain information: manufacturer and brand, paint name with identifying numbers, and list what paint will be printing what (i.e., trim, brick, wall etc.)
- Shingle Information (Manufacturer, color name, Manufacturer Warranty and type of shingle)
- Elevation Plans, if attached side elevation to be able to see the tie in

## **POOLS**

- Property Survey clearly marking the location of the pool, access for excavation and pool equipment
- Pool plans
- 3D rendering if available

## **LANDSCAPE/ TREE REPLACEMENT OR REMOVAL**

- Property survey clearly depicting the location
- List of elements that will used (stone rocks, names of plants or trees)

## **RE-ROOF**

- Color name of the shingles chosen
- Pamphlet or brochure of the shingles chosen (would need to include the manufacturer name, year of warranty, color name chosen and type of shingle (architectural shingles are required).

## **RE-PAINTING**

- Paint color sample with identifying numbers or code
- Paint placement guide (i.e., wall, brick, trim)

## **ROOM ADDITION**

- Property Survey clearly depicting the location
- Materials (Must match home)
- Paint colors: manufacturer of paint, paint name with identifying numbers and list of paint placement guide (I.e. trim, brick, wall etc.)
- Shingles: manufacturer name, color name, type, and warranty
- Elevation Plans

## **SHEDS/ OUT BUILDINGS (I.E. GAZEBO, PERGOLA)**

- Property Survey clearly depicting the location
- Full dimensions: Peak Height, Length and Width
- Drawing/Pamphlet/Picture as a visual reference
- Paint: sample image, color name or code, paint placement guide (wall, trim, roof)
- Single Information: sample image, color name, shingle type, years of warranty

## **ROOFTOP SOLAR PANELS**

- Roof plan, placement of solar panels
- Information about the panels
- If front facing panels, provide a PV Watts Calculator and NREL report

## **GENERATOR**

- Property Survey clearly depicting the placement of the generator
- Brand, type, specification, dimension
- Sample image of the generator