

ARCHITECTURAL CONTROL COMMITTEE - IMPROVEMENT REQUEST FORM

Subdivision: ABFP Bradford Park HOA 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 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 site/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.

PLEASE PRINT THE FOLLOWING INFORMATION:

Owner Name _____ Address _____
Texas _____
Home Phone: _____ Work Phone: _____

Email address: _____

Briefly describe the improvement which you propose? _____

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 _____ Cement _____ Stucco
_____ Wood - Color _____ Electric
_____ Siding Wood _____ Aluminum _____ Glass
_____ Paint - Color _____ Stain - Color _____

Other(Explain) _____

I understand that the Architectural Control Committee will act on this request within 30 days of receipt and contact me in writing regarding their decision. I agree not to begin property improvement without written approval from the Architectural Control Committee. I understand that all construction will meet with City codes and that the Architectural Control Committee approvals do not override the City codes but rather, are intended to work with them.

Homeowner Signature _____ Date _____

Construction Start Date _____ Estimated Completion Date _____

ACC Member Initials / Date _____ Approved or Disapproved _____

Comments: _____

RETURN THIS COMPLETED FORM AND ATTACHMENTS
EMAIL TO: joe.gaines@goodwintx.com
If you are not contacted within 5 working days from submittal, an email follow-up to the property manager is recommended