RESERVE AT KINGS POINT ARCHITECTURAL REVIEW APPLICATION

In an effort to provide and protect each owner's rights and values it is required that any owner or groups of owners considering improvement and/or change of their property, other than minor landscaping must submit an ARCHITECTURAL REVIEW APPLICATION FORM to the Architectural Review Committee (ARC) for the plan improvement and/or change. If any property improvement/change is made that has not been approved, the Committee/Board has the right to ask the owner to remove the improvement and/or change from the property.

In order for the ARC to consider your request all items marked with an "•" must be submitted with this application.

Date:_____ Name of Owner:_____
Property Address:_____ Home Phone #:_____
Business Phone (optional) _____ E-Mail Address (optional)_____

Plat Plan	Dimensions	Distance From Fences	Paint Color Sample	Shingle	Construction Material	Brochure (if possible)	Company (person doing	TYPE OF IMPROVEMENT
•	•	•			•		•	Decks – Sidewalks – Driveways
•	•				•		•	Fence – Gates
•	•	•	•	•	•	•	•	Gazebo
•			•	•	•	•	•	Home improvement (Examples garage doors-motion lights-windows-gutter-solar screens-awnings-shutters
•					•	•	•	Landscape-Figurines-Arbors (Height needed)
			•			•	•	Painting
•						•	•	Basketball goals (permanent)
•		•			•	•	•	Playground Equipment
•		•					•	Pool's
•					•	•	•	Basketball goals (Portable)
•				•			•	Roof
			•	•	•	•	•	Shed
•		•				•	•	Spa
•	•	•	•	•	•	•	•	Spa (with enclosure)
•	•	•	•	•	•	•	•	Sun rooms – Porches
•							•	Tree Removal

The ARC maintains the right to request additional information that they deem necessary before approval will be granted. Please be aware that the above list may not cover all items needing approval. If in doubt please call Kingwood Association Management. The ARC Home Improvement Request form must be submitted for any item that changes the appearance of your property.

FOR OFFICE USE ONLY
Received on _____ Returned to homeowner on _____
All necessary information has been received YES NO Paint/Shingles received and approved YES NO
Returned for _____

I understand that the ARC will act upon this request at their first scheduled meeting upon receipt of my completed application. I will be contacted as quickly as possible with their decision. I agree not to begin property improvement/changes until the ARC notifies me of their approval. This approval is valid for 120 days if work has not started within this time, a new request must be submitted.

_____ _____ _____
Signature Proposed Construction Start Date Proposed Construction Completion Date

Kingwood Association Management, 1102 Kingwood Drive, Ste 104, Kingwood, TX 77339 281 359-1102, Fax 281 359-8067