

**BRIARWOOD HOMEOWNERS ASSOCIATION
REQUEST FOR HOME IMPROVEMENT APPROVAL
MASC AUSTIN PROPERTIES, INC.**

945 ELDRIDGE ROAD * SUGAR LAND, TX 77478 * TELEPHONE: 713-776-1771 * FAX: 713-776-1777

In an effort to provide and protect each individual homeowner's rights and values, it is required that any homeowner considering improvements (examples: exterior painting, patio covers, outside buildings, fences, decks, etc.) of their deeded property, submit a Request for Home Improvement Approval to the Architectural Control Committee for approval of the Homeowner's Association prior to initiating work on planned improvements. If any change is made that has not been approved, the committee has the right to ask the homeowner to remove the improvement from the property.

Please fill out this form in complete detail, sign, and return to the above address.

Owner's Name _____ Property Address _____

Mailing Address (if different) _____ Primary Phone _____

Work Phone _____ Email Address _____

Who will do the actual work on this improvement? _____

Additional Items Required (as appropriate):

1. A Photocopy of your lot survey (issued at closing) or a hand drawing, showing the location and size of the improvement
2. Paint color – Sherwin Williams color number from the Architectural Rules & Regulations
3. Plan and elevation drawings of improvements specifying dimensions and construction materials
4. Manufacturer' brochures when available
5. Please consider sending photographs to illustrate existing or unusual conditions

Detailed improvement description: _____

Location of improvement (attach a plot survey or sketch of location on property) _____

Dimensions of improvement (including height) _____

Color of house presently (must be completed):

House/Garage/Fence: _____ Roof: _____

If replacing the roof, please fill out the following:

Manufacture's name of material: _____ Weight of the roofing material: _____

Manufacture's color name: _____ Other: _____

I understand that the Architectural Control Committee (ACC) has up to thirty (30) days but will act upon this request as quickly as possible and contact me regarding their decision(s). I agree not to begin property changes or improvements until the ACC informs me of their approval.

Signature of Homeowner

Submitted Date

Start Date

Completion Date

Submit to: MASC AUSTIN Properties, Inc., 945 Eldridge Road, Sugar Land, TX 77478

ARCHITECTURAL CONTROL COMMITTEE USE ONLY

ACC Signature: _____ Date: _____ (circle) APPROVED/DENIED

Comments: _____