

*Elm Grove Village Community Association  
Architectural Modification Request*

*(approval required prior to start of work on alterations/improvements that will alter your property's appearance)*

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Owner's name: \_\_\_\_\_

Property address: \_\_\_\_\_

Mailing address (if not property address): \_\_\_\_\_

Owner phone: \_\_\_\_\_ Email \_\_\_\_\_

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Proposed Alterations:

Paint: please provide color samples/chips with application

Main color; brand name and color number: \_\_\_\_\_

Trim color; brand name and color number: \_\_\_\_\_

Accent color: brand name and color number: \_\_\_\_\_

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Roofing: sample (approx. business card size) required

Color: \_\_\_\_\_ Mfr.: \_\_\_\_\_ Warranty: \_\_\_\_\_

Note: roofing sample not required if installing Elk 30 yr. Weatherwood, Shakewood, Fossil Grey or Owens-Corning 30 yr. Weatherguard Driftwood, Duration Brownwood, Teak, or Estate Grey

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Fencing: Plot drawing/map required for new installation.

Material: \_\_\_\_\_ Height: (six feet max.) \_\_\_\_\_

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Windows: Must appear as if part of original construction. Please provide mfrs. brochure showing style and color with your request.

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Elm Grove Village Community Assoc.  
c/o Custom Management  
1032 1<sup>st</sup> St. East, Humble, TX 77338  
phone 281.319. 4263 fax 281.319.4264

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Major Design/Structural Alterations

Including but not necessarily limited to:

Additions, Storage Sheds, Gazebos/Pergolas/Arbors, Pools and Playscapes;

Owner must provide plot map (survey) clearly showing lot lines, dimensions, easements, and position of existing structure(s) and elevations, side views, dimensions and/or photos of proposed improvements or modifications sufficient to describe the proposed improvements. Must also provide plans and/or blueprints for all project elements.

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Landscaping and Tree Removal

Prior to tree removal: provide a plot map, survey or drawing indicating existing home and structures and the location of tree(s) to be removed.

A brief narrative describing the reason(s) for removal of the tree(s).

For landscaping improvements note that no foliage shall be placed in front of the property set back line. Refer to plot map or survey to determine the set back line for your particular property.

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Thank you for providing your Community Association with your project information for review and approval. We shall contact you if additional information is needed and advise you of our decision within 30 days of receipt of this request. On approval please complete your project within 90 days.

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for ACC use only

Received/date	File no.	Approved/date
		Denied/date

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