

# GRAYSTONE HILLS COMMUNITY ASSOCIATION, INC.

Updated: 06/09

## REQUEST FOR HOME IMPROVEMENT APPROVAL

In an effort to provide and protect each individual Homeowner's rights and values, it is required that any Homeowner or group of owners considering improvements and/or changes to their home or property, submit a REQUEST FOR HOME IMPROVEMENT APPROVAL to the Architectural Review Committee for planned improvements and/or changes. If any change is made that has not been approved, the Association has the right to ask the Homeowner to remove the improvement(s) and/or change(s) from the property.

Name of Owner \_\_\_\_\_ Date: \_\_\_\_\_

Owner's Current Mailing Address: \_\_\_\_\_

Address Where Construction is to be performed: \_\_\_\_\_

Email: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Cell \_\_\_\_\_ Business Telephone: \_\_\_\_\_

=====

Type of improvement/change proposed: \_\_\_\_\_

**If you are installing a pool there is a \$1,000.00 refundable deposit which must be submitted with your request - your check will be deposited. All applications require a \$25.00 review fee (separate check), except: paint, roof, sprinkler systems, solar screens, storm door(s), basketball goals, which require a \$15.00 review fee. The appropriate review fee must accompany your request.**

I. **Painting:**

Please note the color Brick \_\_\_\_\_

Color(s) to be used for: (include samples for each area)

Main portion of house \_\_\_\_\_  
(Including Garage Doors)

Trim \_\_\_\_\_  
(Soffit, Fascia Boards, Window Trim)

Accents \_\_\_\_\_  
(Shutters, Window Hoods, Doors)

II. **Basketball Goal:**

**Please submit:**

1. Lot survey with location of the basketball goal indicated
2. Description
  - a. Color of net, pole/base and backboard
  - b. If garage mounted, state color of supports and how attached to roof

III. **Structures:**

\*\*\*IF YOU ARE BUILDING A STRUCTURE (pool, patio cover, arbor, gazebo, storage building, etc., YOU **MUST** INCLUDE AN ELEVATION DRAWING SHOWING ALL THE DIMENSIONS OF THE STRUCTURE

**Please submit:**

1. Lot survey with the location of the structure indicated
2. Type of materials to be used
3. Dimensions of structure, i.e., height, width and length
4. Samples of roofing material and paint

---

---

---

IV. **Landscaping:**

\*\*\* PLEASE NOTE THAT EACH LOT IS REQUIRED TO HAVE TWO HARDWOOD TREES. NEW TREES MUST BE A MINIMUM OF 3" IN CALIPER.

**Please submit:**

1. The change(s) you wish to make.
2. The plants and materials you plan to use.
3. Lot survey with location and dimensions of the changes.
4. Dimensions of materials to be used, i.e. height, width, length of trees, shrubs, edging material etc.

---

---

---

V. **Other:**

1. Include brochure/photos
2. Lot survey if being installed in your yard (sprinkler system/lighting)
3. Material sample for solar screens

---

---

---

You can find detailed specifications of the Architectural Guidelines in your Governing Documents. These documents can be found on your Association website or feel free to call AMI for any questions.

Please sign:

***I understand that the Association's Architectural Review Committee will act on this request as quickly as possible and contact me regarding their decision. I agree not to begin property improvements/changes until the Architectural Review Committee notifies me of their approval.***

I understand and agree that it is the duty of the Owner and any contractor or consultant employed by the Owner to determine that the proposed improvement is structurally, mechanically, and otherwise safe, and that it is designed and will be constructed in accordance with the Covenants and Restrictions applicable to the Lot. I agree that neither the Association, or any Director, Officer, Committee, Managing Agent, or member or employee thereof (the "Indemnified Parties"), shall be liable for damages or otherwise because of the approval or non-approval of this application or any facet thereof. I hereby release, indemnify and hold harmless the Indemnified Parties harmless from any claim, liability, damage, suit and attorney's fees arising out of any action or omission of any of the Indemnified Parties with regard to this application and in regard to the design plan review, construction or inspection of the proposed improvements, including any claims, liability, damages, suits and attorney's fees resulting from the negligent acts of one or more of the Indemnified Parties.

\_\_\_\_\_  
Signature of Homeowner

\_\_\_\_\_  
Proposed Construction Start Date

*Construction/Installation may not commence until approval from your Association has been obtained.*

\_\_\_\_\_  
Proposed Completion Date

RETURN TO:

ASSOCIATION MANAGEMENT, INC.  
5295 Hollister  
HOUSTON, TEXAS 77040

***PLEASE NOTE: THE ARCHITECTURAL REVIEW COMMITTEE HAS THIRTY (30) DAYS FROM THE DATE THE APPLICATION IS RECEIVED TO REVIEW APPLICATIONS AND RESPOND TO REQUESTS. THANK YOU FOR YOUR UNDERSTANDING.***