

PROPOSED START DATE: _____ ESTIMATED COMPLETION DATE: _____

CONTRACTOR NAME: (if owner is acting as his/her own contractor, indicate owner is completing)

COMPANY NAME: _____ **Phone #** _____

REQUIRED SUBMITTALS: (INDICATE ALL THAT IS APPROPRIATE FOR PROPOSED IMPROVEMENT(S), MODIFICATION(S), ADDITIONS(S))

_____ Copy of lot survey showing location of proposed improvements that may modify home, garage, driveway, patio or yard

_____ Plans and specifications of said improvements

_____ Proposed exterior paint color (please attach a sample of color)

_____ Existing paint color of exterior _____ Existing brick color

_____ Existing shingle type/color (if replacing of existing roof)

PLEASE NOTE: INCOMPLETE SUBMITTAL OF INFORMATION WILL DELAY REVIEW PROCESS AND APPROVAL. COLOR PHOTOS ARE ACCEPTABLE AND IN SOME CASES, REQUIRED FOR APPROVAL BY ARCHITECTURAL COMMITTEE.

NOTICES:

Regarding any utilities that may be involved in proposed improvements; any excavating or digging within the boundaries of utility easements is discouraged. In most cases, there will be no approval by the QVACC. Before excavating or digging anywhere within your yard, please contact the gas, power, telephone and/or cable companies for staking of the location of any distribution or service lines. Some lines are located within easements and some are not..... **CALL BEFORE YOUR DIG.**

QVACC formal response should be forthcoming to the owner within seven (7) working days from the receipt of a completed QVACC form including any and all required attachments. In order to avoid any delays in approval, please review all information submitted for accuracy and completion of all required fields.

HOMEOWNER INSTRUCTIONS:

Review and follow all deed restrictions and applicable guidelines. If you need assistance completing this form, have any questions or need copies of the deed restrictions, please contact the Quail Valley Patio Homeowner's Association President or the current Chairman of the Quail Valley Architectural Control Committee.

1. One copy of your survey, indicate the location of the proposed structure (if applicable) including distance from all property lines and include dimensions of proposed structure (height/width/length).
2. For proposed room addition or structure change, include a copy of elevation, side view and include all placement of windows and/or doors.
3. Describe all building materials to be used and include samples of all materials to be used. Include manufacturer names, photos, sales literature, catalog pages, etc. to assist the Committee with the evaluation/approval.
4. Must have Missouri City Permit approval in addition to the Quail Valley Architectural Control Committee approval.
5. Incomplete forms will be returned to the homeowner for proper completion and will need to be resubmitted for approval. Please check form prior to submitting to avoid a delay in approval.

HOMEOWNER'S ACKNOWLEDGEMENT:

The undersigned owner(s) request the Quail Valley Architectural Control Committee (QVACC) to review and approve the afore mentioned proposed improvement(s), modification(s) and/or addition(s) in accordance with the covenants, conditions and restrictions of the Quail Valley Patio Homeowner's Association (QVPHA).

It is understood that the QVPHA may require removal or modification of any improvement(s) made prior to the Quail Valley Architectural Control Committee (QVACC) review and approval.

It is also understood that improvement(s), modification(s) and/or addition(s) to structure(s) including any new structure(s), may require a Missouri City Building Permit from Missouri City, Texas. The owner(s) or designated contractor(s) are responsible for obtaining any permits as required by Missouri City, Texas.

SIGNATURE OF HOMEOWNER(S) _____

DATE: _____

FOR QUAIL VALLEY ARCHITECTURAL CONTROL COMMITTEE USE ONLY

REQUEST HAS BEEN: _____ ACCEPTED
 _____ DENIED
 _____ DENIED & RETURNED FOR ADDITIONAL INFORMATION

QVACC COMMENTS:

BY: _____ **DATE:** _____

(Authorized member of the QVACC)