

ARCHITECTURAL REQUEST FORM

Request must be submitted prior to beginning construction or improvement. Please submit your application with all required documents via email to: **KWCIAFriendswood@gmail.com**. Once received you will receive verification of receipt. The approval process could take up to 30 business days per the associations governing documents.

Association Name: KINGSPARK AND WHITEHALL CIVIC IMPROVEMENT ASSOCIATION, INC

Name: _____ **Street Address:** _____

Phone Number: _____ **Email Address :** _____

The inclusion of an e-mail address authorizes the Architectural Control Committee to use electronic mail for official responses to this request

The **Declaration of Covenants, Conditions and Restrictions** (the "Deed Restrictions") for the **Kingspark and Whitehall Civic Improvement Association, Inc.**, specifies that all improvements as defined in the Deed Restrictions must be approved in writing by the Architectural Control Committee before their improvement begins. To assist in your compliance with this restriction, complete this form and submit it with your plans and specifications for the proposed improvement.

The plans and specifications will not be considered complete without the following items:

- Plot plan or survey showing the location and dimensions of all existing and proposed improvements.
- Existing and finished grades and lot drainage provisions shall be indicated.
- The structural design, exterior elevations, exterior materials, colors, textures and shapes of all improvements described.
- Proposed Paint Color
- Estimated time frame for completion of project:

APPROVAL REQUESTED :

BASKETBALL GOAL	FENCE	LANDSCAPING	PLAYSCAPE
IRRIGATION SYSTEM	DECK	DRIVEWAY EXTENSION	EXT. PAINTING
STORAGE SHED	EXT. REMODELING	SPORT COURT	OTHER
SWIMMING POOL			

DESCRIPTION OF IMPROVEMENT:

ACC COMMITTEE RECOMMENDATION:

Approved –Contingent upon the following criteria: **Not Approved** - Based on the following criteria:

PROPERTY OWNER SIGNATURE:

DATE: