

SHARPSTOWN CIVIC ASSOCIATION
7211 REGENCY SQUARE BLVD., SUITE 117 – HOUSTON, TX 77036-3137
713-789-2311 (phone).....713-789-2312 (fax)
EMAIL: scaoffice@att.net

ARCHITECTURAL CHANGE REQUEST

PROPERTY OWNER NAME: _____

PROPERTY ADDRESS: _____

Contact Information: (Phone) _____ **(Email)** _____

_____ ADDITION TO HOUSE _____ ALTERATION TO HOUSE

_____ CARPORT _____ DRIVEWAY CHANGES

_____ FENCE – NEW _____ FENCE - REPLACEMENT

_____ GARAGE _____ PAINTING - EXTERIOR

_____ PATIO/PATIO ROOF _____ POOL – ABOVE GROUND

_____ POOL – IN GROUND _____ NEW CONSTRUCTION

_____ ROOF _____ OUTBUILDING/SHED

_____ OTHER: _____

FOR ALL CHANGES (except exterior painting and roof) – SUBMIT:

1. A drawing to scale showing current structure(s) AND the proposed changes.
2. A list of materials to be used.
3. A check payable to Sharpstown Civic Association.

(CITY PERMITS pulled without SCA approval will not be considered valid.)

FOR EXTERIOR PAINTING – SUBMIT: Paint color samples, indicating the frame construction area to be painted for each color submitted. **WAIT** for approval from Architectural Committee. Frame construction must receive Two (2) Coats of paint. **Painting of brick not allowed.**

FOR ROOF – SUBMIT: The Manufacturer Name, Color, and Warranty (20-yr., 30-yr., etc.). Submittal of material samples not required.

ARCHITECTURAL FEES FOR REVIEW OF PLANS:

- | | |
|--|----------|
| • New Construction | \$150.00 |
| • Addition to House | 75.00 |
| • Alterations to House | 50.00 |
| • Outbuildings, carport, patio, pool, fences | 25.00 |
| • Driveway Changes | 15.00 |
| • Review of changes not requiring plans | 10.00 |

SIGNATURE

DATE SIGNED

(Arch. Control Committee legally has 30 days after receipt of plans to notify you if plans approved – or denied)