

# Westwood Village Homeowners Association, Inc.

## REQUEST FOR ARCHITECTURAL VARIANCE

In an effort to provide and protect each individual's homeowner rights and property value and conform to the Covenants, Conditions, and Restrictions, it is required that any homeowner considering improvements to their property submit a REQUEST FOR ARCHITECTURAL VARIANCE form prior to initiating work on planned improvements.

Homeowner's name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

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

What is the nature of the improvement that you propose? (Example: patio cover, basketball goal, addition to house, antenna, solar panels, etc.). **Be specific.**

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### LOCATION OF IMPROVEMENT

(Check all applicable areas.)

\_\_\_\_\_ Front of House

\_\_\_\_\_ Back of House

\_\_\_\_\_ Roof of House

\_\_\_\_\_ Garage

\_\_\_\_\_ Side of House

\_\_\_\_\_ Patio

\_\_\_\_\_ Other (describe location of improvement to be made): \_\_\_\_\_

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NOTE: To meet approval of the Architectural Control Committee, colors and materials must be those specified in the Covenants, Conditions, and Restrictions, or previously approved by the committee.

Materials that you will use for the proposed improvement: Check the blank on the left and specify paint color, lumber type, screen type, etc., on the right. **Be specific** to prevent return of your application for more information.

\_\_\_\_\_ Paint Color(s) \_\_\_\_\_

\_\_\_\_\_ Cement \_\_\_\_\_

\_\_\_\_\_ Stain Color(s) \_\_\_\_\_

\_\_\_\_\_ Pipe \_\_\_\_\_

\_\_\_\_\_ Lumber Type(s) \_\_\_\_\_

\_\_\_\_\_ Electrical \_\_\_\_\_

\_\_\_\_\_ Lumber Grade(s) \_\_\_\_\_

\_\_\_\_\_ Fence Type(s) \_\_\_\_\_

\_\_\_\_\_ Brick Type(s) \_\_\_\_\_

\_\_\_\_\_ Height \_\_\_\_\_

\_\_\_\_\_ Screen Type(s) \_\_\_\_\_

\_\_\_\_\_ Mail Box & Color \_\_\_\_\_

\_\_\_\_\_ Roof Type(s) \_\_\_\_\_

On a separate sheet of paper, please draw a sketch of the proposed project. Be sure to show street, house, and lot lines. If the addition will be a room added to the home or is a patio cover or similar addition, draw two views of the proposed project from two angles showing its relationship to the home. Also, attach a copy of the plan. If you are changing the paint color of your home, please indicate the color of your brick.

I understand that the Architectural Control Committee will act on this request within 30 days after receipt. I also understand that if enough information is not included in this REQUEST FOR ARCHITECTURAL VARIANCE application for the ACC to make a valid judgment about the quality and appearance of the improvement, it may be returned for more complete information. I agree not to begin proposed improvement(s) until I have been notified of the ACC decision.

I would like to start project:

Approximate completion date:

\_\_\_\_\_

*Date*

\_\_\_\_\_

*Date*

\_\_\_\_\_

*Homeowner's Signature*

\_\_\_\_\_

*Date of Request*

MAIL OR DELIVER REQUEST TO:

Westwood Village Homeowners Association, Inc.  
PO Box 214  
Friendswood, TX 77549

FOR OFFICIAL USE ONLY

Date received by Management: \_\_\_\_\_

Date received by ACC: \_\_\_\_\_

**APPROVED OR DISAPPROVED**

A VALID PROCESSED FORM REQUIRES A MINIMUM OF THREE SIGNATURES FROM THE BOARD:

\_\_\_\_\_  
\_\_\_\_\_

Comments to Variance Applicant: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_