

The Reserve At Cypress Creek
15215 Springhill Bend Lane, Cypress, TX 77429-1576

Application for Modification

Owner's Name: _____

Owner's Mailing Address: _____

Daytime Phone Number: _____ Alternate: _____

Property Address: _____

Property Legal Description (if know): Section: _____ Blk: _____ Lot _____

If applicable, Contractor's Information::

Contractors Name: _____

Contractor's Address: _____

Contractor's Phone Number: _____ Fax: _____

May we contact your contractor with questions regarding your submissions? _____

**As we live in a gated community, you will be required to provide a \$1,000.00 damage deposit for a pool. A final inspection is required for the deposit to be refunded. Deposits should be made payable to the Association.
THE OWNER IS RESPONSIBLE FOR SCHEDULING THE FINAL INSPECTION**

Type of Improvement: _____

You must submit the following:

- _____ Elevation Drawing (Front & Side)
- _____ Brochure (if available)
- _____ Lot Survey, with improvements drawn to scale
- _____ Samples of all exterior materials
- _____ Any additional information pertinent to this improvement

PLEASE NOTE: BLUEPRINTS, SAMPLES, ETC., SUBMITTED TO THE ARC COMMITTEE WILL NOT BE RETURNED.

Briefly describe any special construction, which may assist us in the review of your application:

Start Date _____ Completion Date _____

By submitting this application and by signing below, I understand that the Committee will not process the application without all of the information and samples. I understand that the Committee has up to thirty (30) days to review this application. I understand that if I make any alterations to the plans submitted, I will have to re-submit those changes for prior approval. I understand that I must obtain all City, County and State permits and inspections. The Committee is not responsible or liable for the projects' Engineering feasibility or accuracy.

Owner's Signature/name: _____ Date: _____

**The Reserve At Cypress Creek
15215 Springhill Bend Lane, Cypress, TX 77429-1576**

Please submit this application (both pages) with all required information, plans and samples via USPS to:

**The Reserve at Cypress Creek
15215 Springhill Bend Lane
Cypress, TX 77429-1576**

Or

Scan all forms and information into a PDF formatted file and email all information to the ARC (Architectural Review Committee) at:

TRACC_ARC@yahoo.com

Any questions can be emailed to the ARC at:

TRACC_ARC@yahoo.com

OFFICE USE ONLY

Date Application Received: _____

Date Application Processed: _____

Date "Need More Information" Letter was mailed: _____

Any additional information and/or samples requested:
