

**KLEINBROOK TRACES HOA ARCHITECTURAL CONTROL/REVIEW
HOME IMPROVEMENT REQUEST FORM**

All improvements MUST be drawn to scale on a photocopy of the survey. Please indicate how the new structure or improvement relates to the existing structure, and if possible provide a side and rear view. A sketch for mailboxes and gutters is acceptable.

THE ARCHITECTURAL REVIEW PROCESS MAY TAKE 10-30 DAYS, DEPENDING ON THE DEED RESTRICTIONS FOR YOUR COMMUNITY. THE PROCESS CAN NOT BEGIN UNTIL THE COMPLETED APPLICATION IS RECEIVED. PLEASE CAREFULLY REVIEW THE REQUIREMENTS FOR SUBMITTAL BELOW. YOU WILL RECEIVE A WRITTEN NOTIFICATION OF THE DECISION OF THE COMMITTEE, AND NO INTERIM UPDATES WILL BE GIVEN DURING THE REVIEW PROCESS.

ASSOCIATION and/or SUBDIVISION _____

OWNER'S NAME _____

ADDRESS _____

HOME PHONE()____-____ WORK PHONE ()____-____ FAX()____-____

Please indicate the improvement(s) which you propose

- | | | | | |
|--|---------------------------------------|-----------------------------------|--|--------------------------------|
| <input type="checkbox"/> Paint | <input type="checkbox"/> Roof | <input type="checkbox"/> Pool/Spa | <input type="checkbox"/> Deck | <input type="checkbox"/> Patio |
| <input type="checkbox"/> Gazebo | <input type="checkbox"/> Storage Shed | <input type="checkbox"/> Fence | <input type="checkbox"/> Basketball Goal | |
| <input type="checkbox"/> Room Addition | <input type="checkbox"/> Other _____ | | | |

Please describe improvement in more detail which you marked above (Be Specific)

Location of improvement(s) which you propose, backyard, sideyard, etc. Be specific, showing to scale the property lines, building set back lines, easements, fences, sidewalks, patios, pools, distances from all sides of the improvement to property lines and pool equipment location. A PLAT OR SURVEY IS REQUIRED.

Materials planned for the improvement you propose.

Lumber/Type(s) _____
Brick/Type(s) & Color _____
Screen-Type(s) _____
Fence-Type(s) _____
Roofing-Manufacturer _____ Manufact. Color _____ Warr. Yr _____
Other _____

If you are painting or staining-YOU MUST include paint/stain sample and brand/manufacturer. Please give particular consideration to the color of the brick when making your paint selection.

Brick Color: _____ House Color: _____