

**REQUEST FOR PROPERTY IMPROVEMENT APPROVAL**

WOOD CREEK ONE OWNERS ASSOCIATION

P.O. BOX 1014 - MONTGOMERY, TX 77356

www.woodcreekonepoa.org

OWNER NAME/LOT # \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ E-MAIL \_\_\_\_\_

Prior to initiating any improvement, please complete this form **in detail**. **Attach photographs, elevation sketches and building plans specifying construction materials and dimensions when appropriate.** Improvements should be drawn to scale on a plot plan or survey of the deeded lot. Send to Wood Creek One, or to any board member's or building committee member's email address, located at the website.

**Call to inform the board/building committee a request is being sent!**

If any change is made to this improvement that has not been approved, the committee has the right to ask the homeowner to remove the improvement from their property. Initiation of an improvement, whether approved or not, is an implicit invitation for the building committee or board to enter the Wood Creek One lot listed on this form, to ensure deed restrictions are being met and to prevent costly changes. **The board will make an effort to contact the owner prior to entering the property.**

Describe Proposed Improvement(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Who will perform the actual work on this improvement? \_\_\_\_\_

Proposed Start Date \_\_\_\_\_ Proposed Completion Date \_\_\_\_\_

Please indicate the following applicable dimensions: (If a structure, note the largest dimensions of the slab or base of the structure.)

Width \_\_\_\_\_ Distance from Front Property Line \_\_\_\_\_

Length \_\_\_\_\_ Distance from Side Property Line \_\_\_\_\_

Height \_\_\_\_\_ Square Feet (Living Area) \_\_\_\_\_

Exterior Construction Materials \_\_\_\_\_

Exterior Paint Color(s) \_\_\_\_\_ Stain Color(s) \_\_\_\_\_

Brick/Stone Color(s) \_\_\_\_\_ Roofing Type & Color \_\_\_\_\_

Fencing Materials \_\_\_\_\_

Distance between Fence Posts \_\_\_\_\_ Size of Corner Posts \_\_\_\_\_ Fence Color \_\_\_\_\_

**My signature below indicates I understand that the Wood Creek One Building Control Committee and/or Board will act on this request as quickly as possible and contact me in writing regarding their decisions, and I will abide by all deed restrictions. I agree not to begin property improvement(s) until Wood Creek One has approved this request.**

\_\_\_\_\_  
Signature of Owner & Date Requested  
Circle manner in which delivered:    by hand    mail    email

\_\_\_\_\_  
Signature & Date Request Approved

\_\_\_\_\_  
Signature & Date Request Received

\_\_\_\_\_  
Signature & Date Request Denied (See Attached Explanation)