



# Sugar Creek

## HOME IMPROVEMENT APPLICATION

Sugar Creek is a community of individual, well-designed quality homes. In order to maintain the integrity of the subdivision and continue to enhance the value and desirability, all exterior improvements and/or maintenance to your property must be approved in advance by the Architectural Review Committee (ARC). The Committee will review your request to make sure that the modification will be done in a professional, sound manner and will fit in with the aesthetics of the community. Please provide as much detail as possible so that the Committee can properly understand your request. Without a complete description of your request, the form will be returned for more information. If any modification is made prior to approval by the ARC, the Committee has the right to require the homeowner to remove the improvement and/or change from the property at the homeowner's expense.

### PLEASE COMPLETE THE FORM IN DETAIL

Owner's Name \_\_\_\_\_ Mailing Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Property Address \_\_\_\_\_  
 Email \_\_\_\_\_ Section/Block/Lot \_\_\_\_\_

1. Briefly describe the improvement/change which you propose having done (you must be specific attach a sketch, drawing or photo): \_\_\_\_\_  
 \_\_\_\_\_
2. Location of the improvement (attach a plot plan or sketch of location on property): \_\_\_\_\_
3. Materials to be used (attach sample if appropriate)  
 Paint (paint chip required) \_\_\_\_\_ Lumber (type): \_\_\_\_\_  
 Roof Shingles: Manufacturer \_\_\_\_\_ Color \_\_\_\_\_
4. Other comments: \_\_\_\_\_

PLANNED START DATE \_\_\_\_\_ EXPECTED COMPLETION DATE \_\_\_\_\_

According to the Deed Restriction, the ARC has 30 days after receipt of this application to reply. Please submit the request far enough ahead of time. For your own protection, don't start the improvement until you have received proper approval. Project must begin within 180 days of the ARC approval to avoid resubmittal requirement.

Signature \_\_\_\_\_ Date \_\_\_\_\_

----- DO NOT WRITE BELOW LINE -----

Approved with the following restrictions, if any: \_\_\_\_\_  
 \_\_\_\_\_

Denied for the following reasons: \_\_\_\_\_  
 \_\_\_\_\_

Review Signature \_\_\_\_\_ Date \_\_\_\_\_ General Manager Signature \_\_\_\_\_ Date \_\_\_\_\_

Return to: **SUGAR CREEK HOMES ASSOCIATION**, 101 Southwestern Blvd., Suite 117, Sugar Land, TX 77478  
 Or send via email to: [sugarcreekhomesassn@gmail.com](mailto:sugarcreekhomesassn@gmail.com)