

ARCHITECTURAL MODIFICATION APPLICATION

In order to preserve property values within the community, it is required that any homeowner considering changes or modifications to their property that affect the exterior of the home or lot submits their proposed plans to the Architectural Control Committee prior to initializing any change or construction. The association reserves the right to request the removal of any changes or modifications that have not received prior approval.

Association Name: _____

Homeowner Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____

Home Phone: _____ Work Phone: _____ Cell: _____

Alternate Address (if owner does not reside at property) _____

You must provide a copy of your lot survey that was included in your closing documents, showing the location of the improvements to be made plus any drawings or pictures that detail the specifications of the improvements that will assist the committee in making their decision. If you are painting, staining, replacing siding or roofing, a lot survey is not required but approval must be obtained for these items. Color samples are required for paint, roof, stain, siding etc.

Type of Improvement: _____

Materials to be used: _____

Dimensions: Height _____ Width _____ Length _____

Proposed Project Start Date: _____

There is a \$150 application fee payable to Esperanza Residential Community, per project. If you are applying for a pool and a fence, for example, these are two different projects requiring separate applications. Please mail your check to the address below or pay at www.epay.connectmanage.com using your HOA account number. You can email your documentation to TroyFielding@connectmanage.com, fax it to 512-582-8432 or mail it to:

Connect Community Management
201 S. Lakeline Blvd. Suite 502
Cedar Park, Texas 78613

I understand that the Architectural Committee will act on this request as quickly as possible and contact me in writing regarding the disposition of this application. I understand the Committee is allowed 60 days to respond. I also understand that in the event construction is not started within four (4) months and completed with 1 year from the date of approval, then a new application must be submitted. I further understand that it is my responsibility to ensure compliance with all applicable governmental ordinances, codes, permits, HOA documents, etc. affecting such improvements. I understand that I am not to begin any improvements until the Committee notifies me of their decision. I understand that \$150 payment is required before my application is processed. I understand that an incomplete application may be rejected requiring me to resubmit my application and pay the HOA a resubmit application fee of \$150 per the HOA CCRs.

_____ Date _____
Homeowner Signature

**FAILURE TO SUBMIT THE SURVEY AND ALL REQUIRED INFORMATION MAY RESULT
IN A DELAY AND/OR AUTOMATIC DISAPPROVAL OF THE APPLICATION.**

If you have any questions, you may contact CCM at 512-900-1788.