

POA of Lago Mar
ARCHITECTURAL CONTROL COMMITTEE MODIFICATION REQUEST

Owner's Name(s)
Address
Home Phone
Work Phone
Email (Please print):

PLEASE NOTE: ALL Applications must be submitted with a \$25 processing fee. Applications requesting a POOL, SPA & DECK require a \$1000 Deposit. Applications requesting any type of OUTBUILDING, PATIO COVER, CONCRETE PATIOS, DRIVEWAY EXTENSION, ARBORS, GAZEBOS, ROOM ADDITIONS, ETC. require a \$250 Deposit. Please make the SEPARATE checks or money orders for the Fee and Deposit out to POA of Lago Mar. Please note since all applications require an application fee and may require a deposit any applications that are faxed or emailed will be considered incomplete and will not be processed until the required fees are received in our office.

BRIEFLY DESCRIBE THE ALTERATION OR IMPROVEMENT IN WHICH YOU ARE PROPOSING.

EXTERIOR PAINT:

Paint or Stain Color(s)	
Paint or Stain Number(s)	
Brick Color	
Paint Location (Trim/Siding)	

ROOF REPLACEMENT:

Shingle Color	
Shingle Type	

LANDSCAPING:

Must submit plant material list and lot survey showing location of landscape materials. Please email ARC.HOU@ASSOCIA.US for a copy of the Master Plant List for POA of Lago Mar.

STRUCTURES:

If you are building a structure (patio cover, patio enclosure, outdoor kitchen, outdoor bathroom etc. You must include lot survey indicating where the structure will be built, plans and specifications, list of materials including roof shingle and paint color, elevation drawing showing what the structure will look like upon completion with dimensions of the structure including height at the peak

IN-GROUND POOL/SPA/DECKING:

If you are building a pool you will need to include pool specifications, lot survey indicating where pool, spa and decking will be constructed, access to construction site, where equipment will be installed(pool equipment must be behind gate) indicating how the pool will drain the pool and spa is required to have an overflow drain line which runs to the street with a pop-up valve at the curb, no part of the pool, pool equipment, drain line and/or decking may encroach the building setback and or any utility easement associated with the property, indicate on lot survey how many feet the pool, decking and pool equipment will be from the setback. If landscaping will be planted be sure to propose landscaping with application, indicate landscaping on lot survey, noting what type of plants/shrubs/trees.

OTHER: (Storage Buildings/Gazebos/Pergolas/Sprinkler System/Lighting/Fence Replacement/Fence Relocation/Etc.)

Include brochure/photos
Dimensions of structure, i.e. height, width, length and square footage
Lot survey indicating location
List of materials

Signature: _____ **Start Date:** _____ **Completion Date:** _____

Dear Homeowner: The application and all supporting documents can be emailed to ARC.HOU@ASSOCIA.US as one pdf packet. The deposit and application fee can be paid via Townsq. Or you can mail the application and fees to address below at my attention

RETURN TO:

POA of Lago Mar ACC Application

PRINCIPAL MANAGEMENT GROUP OF HOUSTON

4700 WEST SAM HOUSTON PARKWAY NORTH, SUITE 100, HOUSTON, TEXAS 77041

ACC COORDINATOR, BELINDA MILLER – EMAIL: ARC.HOU@ASSOCIA.US DIRECT LINE: (713) 329-7165