

La Ventana
Architectural Control Committee Approval Application Form

Applicant Name: _____ Date Submitted _____

Property Address: _____

Applicant Contact Phone Numbers: _____

Contractor Name (if applicable): _____

Contractor Address and Phone Number (if applicable) _____

Please define the improvement for which you are requesting approval:

The following items must accompany this request:

- Plans and Specifications (“Plans”). The plans should provide a description of materials to be used. Color samples may be requested.
- Site plan (based on the survey you receive at closing) indicating location of property improvements and dimensions to adjacent property lines.
- Any addendum specific to the improvement (i.e. pools)

The Architectural Control Committee (“ACC”) may request that you provide the following information before acting upon your request:

- Request for Pre-Design Conference
- Application for Preliminary Design Review
- Application for Final Design Review and Approval
- Request for Completion of Project Review

The Architectural Application is not complete until all information requested has been received. All improvements must comply with applicable deed restrictions and design guidelines. A \$100.00 deposit check must be submitted before the application will be reviewed. Allow at least ten (10) working days to receive determinations back from the committee. Please call (830) 693-3344 if you have any questions.

I have read the Covenants, Conditions and Restrictions for La Ventana Single Family Residence and agree to abide with them in regards to the improvement modification/addition as proposed. The referenced page and section applicable to this improvement modification/addition is page #____, section____. (This application will not be reviewed without this information.) I understand that I must submit a \$100 deposit before my application will be reviewed. I hereby agree not to begin any improvements or changes until the ACC notifies me of their approval.

Owner Name (Printed)

Signature of Owner

Date

Architectural Committee
Request for Pre-Design Conference

Date _____ Home Site _____ Filing _____

Requested by _____ Filing _____

Owner _____ Filing _____

Architect _____ Filing _____

Builder _____ Filing _____

Conference Date _____ (schedule & notify)

Architectural Committee Application for Preliminary Design Review

Date _____ Home Site _____ Filing _____

Owner/Applicant _____ Phone _____

Address _____

Architect _____ Phone _____

Address _____

Builder _____ Phone _____

Address _____

This application will be considered complete only if the following is submitted:
5 copies of a graphic explanation of the design concepts including the drawings listed in section 2.4.

For ACC use only:

Submittal Date _____ Meeting Date _____ Notice Date _____

Notice to Applicant:

Following your Design Review Submittal, the ACC:

_____ approves your design

_____ approves your design with the following conditions:

_____ disapproves your design for the following reasons and requires a revised submittal:

Signed: _____

Architectural Committee Application for Final Design Review and Approval

Date _____ Home Site _____ Filing _____

Owner/Applicant _____ Phone _____

Address _____

Architect _____ Phone _____

Address _____

Builder _____ Phone _____

Address _____

This application will be considered complete only if the following are submitted:

4 copies of each:

- | | |
|----------------------------------|-----------------------------------------------------|
| 1. site plan (1" = 10' min.) | 5. exterior elevations and details (1/4" = 1' min.) |
| 2. vicinity plan (1' = 50' min.) | 6. sections (1/4" = 1' min.) |
| 3. floor plans (1/4" = 1' min.) | 7. construction table |
| 4. roof plan (1/4" = 1' min.) | 8. landscape plan (30 days prior to occupancy) |

In addition, the sample board (24" x 36") depicting exterior materials, colors and texture, as described in Section 2.5 must be included in this submittal.

For ACC use only:

Submittal Date _____ Meeting Date _____ Notice Date _____

Notice to Applicant:

Follow your Design Review Submittal, the ACC:

_____ approves your design

_____ approves your design with the following conditions:

_____ disapproves your design for the following reasons and requires a revised submittal:

Signed: _____

Note: In addition, you must complete all required reviews by local governmental jurisdictions.

Architectural Committee
Request for Completion of Project Review

Date _____ Home Site _____ Filing _____

Owner/Applicant _____ Phone _____

Address _____

Architect _____ Phone _____

Address _____

Builder _____ Phone _____

Address _____

Date of Occupancy Permit Inspection _____

Notice Date _____ (within 14 days)

Notice to Applicant:

Following your request for Completion of Project Review, the ACC feels that your final building and site construction:

_____ conforms

_____ does not conform

to the plans and specifications approved in your final submittal.

Signed _____

Note: In addition, you must complete all required reviews by local governmental jurisdiction.