

# Bakers Branch ACC Home Improvement Application

In an effort to provide and protect each homeowner's rights and property value, BBHOA requires any homeowner or group of owners considering improvements to their property to submit a Request for Home Improvement Application to the Architectural Control Committee a minimum of 30 days prior to initiating work on the planned improvements. (This requirement is governed by the Declaration of Community Covenants and Restrictions, Article 10, Section 10.5). We appreciate your cooperation. Also, we encourage you to be a good neighbor & inform your surrounding neighbors of any construction scheduled, access needed by workers, and other such information in a neighborly fashion.

Please provide the following information and submit as instructed below.

Owner's Name \_\_\_\_\_ Home or Cell # \_\_\_\_\_

Address \_\_\_\_\_ Email Address \_\_\_\_\_

**Nature of proposed improvement:** (Ex: patio cover, basketball goal, addition to house, antenna, play structure, etc.). Please be specific. \_\_\_\_\_

**Location of improvement** (check applicable area): \_\_\_ Driveway \_\_\_ Garage \_\_\_ Patio  
\_\_\_ Back of House \_\_\_ Front of House \_\_\_ Side of House \_\_\_ Other: \_\_\_\_\_

**Materials to be used for the proposed improvement:** Check the blank on the left & specify paint color, lumber type, screen type, etc. on the blank to the right.

\_\_\_ Paint color(s) \_\_\_\_\_ \_\_\_ Cement \_\_\_\_\_ \_\_\_ Pipe \_\_\_\_\_  
\_\_\_ Stain color(s) \_\_\_\_\_ \_\_\_ Electrical \_\_\_\_\_ \_\_\_ Fence type \_\_\_\_\_  
\_\_\_ Lumber type(s) \_\_\_\_\_ \_\_\_ Lumber Grade \_\_\_\_\_ \_\_\_ Brick type \_\_\_\_\_  
\_\_\_ Screen type(s) \_\_\_\_\_ \_\_\_ Height \_\_\_\_\_ \_\_\_ Is it visible from the street \_\_\_\_\_

**\*Note:** Enclosing pictures or samples of colors or materials to be used would be greatly appreciated

Please submit a **property plat** with a sketch of the proposed project in the location you plan. Be sure the plat shows the street, house, and lot lines. Proposed additions, patio covers, play sets, etc. will need to address heights in relationship to the home and to fences. Additionally – any major renovation or construction needs to have the Town's approval and must be submitted to the Town separately (for detailed information see Town's website: [http://www.flower-mound.com/bldginsp/bldg\\_info.php](http://www.flower-mound.com/bldginsp/bldg_info.php).)

I, the undersigned, understand that the Architectural Control Committee will review this request and will contact me within 30 days. I also understand that if further information is needed in order for the ACC to make a valid judgment, I may be asked to resubmit an application with the needed information. **I agree that I will not begin the proposed improvement(s) until I have been notified in writing of the Architectural Control Committee's decision.**

Homeowner's signature \_\_\_\_\_ Date of Request \_\_\_\_\_

Proposed project start date \_\_\_\_\_ Approximate completion date \_\_\_\_\_

Approval signature (ACC) \_\_\_\_\_ Approval date \_\_\_\_\_

Approval signature (ACC) \_\_\_\_\_ Approval date \_\_\_\_\_

**Mail or email request to:**  
Bakers Branch Estates HOA  
1221 Flower Mound Rd., Ste 320, PMB 129  
Flower Mound, TX 75028  
**Email:** [acc@bakersbranchhoa.com](mailto:acc@bakersbranchhoa.com)