

Starling FishHawk Ranch HOA

HOMEOWNERS ASSOCIATION, INC.

HOMEOWNER REQUEST FOR IMPROVEMENT, ALTERATION, OR ADDITION

RESTRICTION: Only homeowners in good standing (no outstanding violations) and not in arrears (outstanding unpaid special assessment fines, HOA dues, or other monies due to the Association) can submit an alteration application to the Design Review Committee. The only exception is for an application submitted to remedy an existing violation(s).

The undersigned homeowner seeks approval of the Starling FishHawk Ranch Homeowners Association, Inc. Design Review Committee (DRC) for the following:

DESCRIBE, IN DETAIL, TYPE OF ALTERATION AND MATERIALS TO BE USED:

(IF MORE SPACE IS REQUIRED, PLEASE ATTACH TO THIS FORM. THANK YOU)

Application must include (except for re-painting and re-roofing):

- **Lot survey map** showing the existing building "footprint", and existing front, side and rear setback dimensions from property line.
- **Location of alteration/addition** or other requested improvement such as landscape alterations, pool, screen enclosure, fencing, walkways or changes in existing finish materials.
- **Photos showing the proposed alteration/addition materials or landscaping.**
- **Proposal from the contractor (if applicable)** or statement from homeowner(s) indicating that the alteration is being completed by themselves. Note, the cost of the project does not need to be provided.

If approval is granted, the undersigned owner hereby acknowledges and agrees that he or she shall be solely responsible for determining whether the improvements, alterations, or additions described herein comply with all applicable laws, rules, regulations, codes, ordinances; including, without limitation, zoning ordinances, subdivision regulations, and building codes. A building permit from the appropriate building department is needed on most property alterations and/or improvements. The Design Review Committee shall have no liability or obligation to determine whether such improvement, alteration, or addition complies with any applicable law, rule, regulation, code or ordinance.

Work must be completed within **six (6) months** from the date of the DRC's approval. If the approved work is not completed within six (6) months, another alteration application must be submitted.

As a condition precedent to granting approval of any request for a change, alteration or addition to an existing basic structure, the applicant, their hires and assigns thereto, hereby assume sole responsibility for the repair, maintenance or replacement of any such change, alteration or addition. IT IS UNDERSTOOD AND AGREED THAT STARLING FISHHAWK RANCH HOMEOWNERS ASSOCIATION, INC. AND INFRAMARK ARE NOT REQUIRED TO TAKE ANY ACTION TO REPAIR, REPLACE OR MAINTAIN ANY SUCH APPROVED CHANGE, ALTERATION OR ADDITION, OR ANY STRUCTURE OR ANY OTHER PROPERTY. THE HOMEOWNER AND ITS ASSIGNS ASSUMES ALL RESPONSIBILITY AND COST FOR ANY ADDITION OR CHANGE AND ITS FUTURE UPKEEP AND MAINTENANCE.

Mail application to: Starling FishHawk Ranch HOA, 2002 W Grand Parkway N, Ste 100 Katy, TX 77449 or email application to modifications@inframark.com, no later than 12:00 noon, the Monday prior to the DRC's meeting.

Inframark

2002 W Grand Parkway N Ste 100 • Katy, TX 77449

Starling FishHawk Ranch HOA

HOMEOWNERS ASSOCIATION, INC.

I agree not to begin work on the requested improvement until I am notified, in writing, of the approval of the Starling FishHawk Ranch Homeowners Association Design Review Committee.

OWNER PRINTED NAME: _____ SIGNATURE: _____

ADDRESS: _____ EMAIL: _____

DATE: _____ LOT # _____ BLOCK # _____ PHONE: _____

ARE YOU THE HOMEOWNER(S) OR RENTER? _____

If you are the renter, please provide written approval from the homeowner authorizing the design change.

ACTION OF THE DESIGN REVIEW COMMITTEE

_____ **APPROVED** contingent upon: _____

_____ **DENIED** for the following reason(s): _____

_____ **HOLD** contingent upon: _____

DATE: _____ AUTHORIZED SIGNATURE DRC _____