**Great Oaks Property Owners Association**

**Architectural Change Request Form**

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Property Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone: \_\_\_\_\_\_\_\_\_\_ Daytime Phone: \_\_\_\_\_\_\_\_\_\_ Email Address: \_\_\_\_\_\_\_\_\_\_\_\_

Estimated Start Date: \_\_\_\_\_\_\_\_\_\_ Proposed Completion Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Description of Proposed Alteration, Change, or Replacement:

General Description:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Proposed Materials:

Color: \_\_\_\_\_\_\_\_\_\_ Style: \_\_\_\_\_\_\_\_\_\_ Type: \_\_\_\_\_\_\_\_\_\_ Dimensions: \_\_\_\_\_\_\_\_\_\_\_\_

Location: (provide drawing or detailed description as applicable)

Additional Information: (list or attach any other relevant information)

**Certification:**

I understand approval of the above changes by the Great Oaks Property Owners Association Architectural Committee or Board of Directors does not relieve me of the responsibility for obtaining any and all necessary Building Permits, Variances, and observing all local zoning ordinances. If approved, I agree to make the changes under the terms and conditions specified in the letter of approval. All changes will be on my property or property lines. If any portion of the Association’s property is disturbed or damaged by my contractor, agent, or myself, I agree to restore the Association’s property toits original condition at my expense.

Applicant Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Architectural Chairman:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***\*\*\*Please note, approvals may take up to 3 weeks and no changes, construction or alteration may start until approval or you will be in violation and assume the risk of legal action. You must be in good standings with the Association, including dues and no active violations, before any requests can be approved. If you have an urgent matter (i.e. new home), please contact us immediately for information.***

**Mail completed form to:**

Great Oaks Property Owners Association

Attn: Architectural Committee

P.O. Box 744

Natalia, TX 78059 **Email questions to:** [greatoaksarch@yahoo.com](mailto:greatoaksarch@yahoo.com)