



Palm Crest Property Owners Association
Houston Community Management,
Associa



ARCHITECTURAL REVIEW PROCESS

All **NEW HOME CONSTRUCTION** and **HOME IMPROVEMENT/MODIFICATION** (anything that would affect the exterior appearance of a building or construction or installation of improvements i.e. painting, roof, patio covers, fences, pools, room addition, etc.) **MUST** submit an Application, Signed & Dated Acknowledgement Form, initialed checklist with required documents and application fee for New Home Construction to the Architectural Control Committee (ACC) via Townsq **PRIOR** to initiating any work. It is important that you know and understand the Minimum Construction Standards.

For **ALL** home building/ questions, please email the ACC committee at archcontrol@palmcrestpoa.com.

ALL projects must be submitted through Townsq. Obtain your account number by calling Associa @ 832-864-1252 or email the POA President at Palmcrest@palmcrestpoa.com.

ALL ACC documents i.e. Minimum Construction Standards, New Home Build Application, Home Modification/ Improvement Application, etc.) can be found on Townsq (**Documents → ACC Process & Apps**) and on our website at palmcrestpoa.com.

ALL other documents i.e. guidelines and polices can be found in TownSq. (**Documents → Governing Documents**).

To Submit a Project for Architectural Review (in Townsq, left column: Tools → Architectural Review tab):

Mail New Home Application fees to: P.O. Box 650879, Dallas, Texas 75265 (include Property Owners name and account number) or submit New Home Application fees via Townsq

