

Request for A.C.C. Approval

Mills Branch Village Community Association
1102 Kingwood Drive, Suite 104
Kingwood, TX 77339
(281) 359-1102

1. Please provide the information requested below, and attach this sheet to your plans.
2. Please provide a sketch of the location of the proposed work on a photocopy of the plat of your property. Scaled architect's, engineer's or contractor's drawings may be used as an alternative if lot lines, easements and building set-back lines are shown. Sketches are not required for re-roof or re-paint. However, shingle weight and color, or color of paint must be specified (paint chips and brand names are required).
3. If you desire a copy of the approved plans, please submit an extra set for review. The Committee will retain the principal copy of all submitted plans.
4. Your plans will be reviewed as soon as possible. The Committee is required to act on the plans within 30 days, but the review process rarely takes that long.

NAME: _____
PROPERTY ADDRESS: _____
MAILING ADDRESS (if different) _____
HOME TELEPHONE: ____ - ____ - _____ SEC: ____ BLK: ____ LOT: ____
EMAIL ADDRESS: _____
MODIFICATION FOR WHICH APPROVAL IS REQUESTED:

NAME OF CONTRACTOR (if any): _____
PHONE: _____ ADDRESS: _____
PROPOSED CONSTRUCTION START DATE: ____/____/____
Your project must start within 90 days from the date of approval, or you must resubmit for approval.
PROPOSED COMPLETION DATE: ____/____/____
All projects must be completed within 120 days from the date the project commenced.
My signature below acknowledges that I have received the paint and shingle policy:
SIGNATURE OF APPLICANT: _____ DATE: _____

Mills Branch Village Community Association Policy for Exterior Repainting, Re-Bricking, or Re-Shingling of Structures in the Community

Recognizing the responsibility of the Association's Architectural Control Committee, as provided in the Architectural Guidelines for Mills Branch Village C.A., to control the exterior design and color of structures in the community; And recognizing that the Association may not always have historical documentation for what colors previously existed, or were previously ACC-approved, on residences and appurtenant structures, in the community; On July 8, 2004, the Board of Directors of the Mills Branch Village Community Association adopted the following policy with regard to repainting of structures in the community:

- (1) As used in the Protective Covenants of Mills Branch Village C.A., the phrase "No building shed, playhouse or such accessory structure or improvement of any character shall be erected, placed or altered", the term "altered" shall be interpreted to include repainting, rebricking, or re-shingling in any color, regardless of how closely the new paint, brick, or shingle matches the pre-existing paint, brick, or shingle.
- (2) No repainting, re-bricking, or re-shingling, regardless of whether or not the new paint, brick, or shingle matches the pre-existing paint, brick, or shingle, shall be permitted without the prior written approval of the Architectural Control Committee. Each repaint, re-brick, or reroof will be reviewed on a case-by-case basis as to aesthetic harmony with the community.
- (3) As used in the Architectural Guidelines of the Mills Branch Village C.A., the proposed colors must be harmonious with each other and with colors of exterior brick and roofing materials. The principal colors of the dwelling and garage situated on a lot, including the garage door, must be a muted earthtone and must not be the same color as any adjacent or facing dwelling on a neighborhood lot. ACC/DRC may approve similar paint colors on neighboring structures in cases where the brick or accent colors are substantially different from those of the neighboring structure. The soffit, fascia board, window and door trim and rain gutters must also be an earthtone color; however, the shades of trim color may be deeper than the principal color of the dwelling or garage. When rain gutters are painted, their color must match the color of the fascia board trim. When maintenance free gutters are installed or replaced, their color must match (as closely as possible) the fascia board trim or previously approved existing gutters.
- (4) A maximum of 300 lb. per square, 30 year warranty, or a minimum of 220 lb. per square, 20 year warranty is required on all roofing materials. Felt for all composition roofs must have a weight of at least 30 lbs.
- (5) SAMPLES WITH BRAND NAMES OF ALL MATERIALS ARE REQUIRED.