

MILLS BRANCH VILLAGE EXTERIOR IMPROVEMENT APPLICATION

In accordance with the governing documents of your Association, all exterior improvements and/or changes from the original construction must be submitted for and approved by the Architectural Control/Review Committee (ACC/ARC). Failure to receive approval for the improvement and/or change may result in you having to remove, alter or change the improvement in order to comply with the rules and regulations of the Association. Please complete the application below in its entirety and return to **STERLING ASSOCIATION SERVICES, INC. (SASI) to 1521 Green Oak Place, Suite 196, Kingwood, TX 77339 (phone 832-678-4500 or facsimile 832-678-5380).**

Subdivision/Association _____

Property Address _____ Sec/Blk/Lot _____/_____/_____

Name _____

Work# _____ Home# _____ E-mail _____

Mailing Address _____

No improvement will be considered and is automatically denied without the following:

→A site plan/survey indicating location of the proposed improvement, providing the distance from the structure to the fence and/or lot lines and easements. Front, rear and side view elevation plans are to be provided.

→Color swatches and samples or pictures of materials to be used in the improvement (shingle, paint, brick, stain, siding, etc).

→Completion of all applicable areas below of the application.

Status: _____ / _____ / 20 _____ / _____ / 20 _____
Start Date (MM/DD) Stop Date (MM/DD/YYYY) Date of Completion Under Construction

Check all that apply:

- | | | | |
|---|--|--|---|
| <input type="checkbox"/> Exterior Paint | <input type="checkbox"/> Roof | <input type="checkbox"/> Children's Play Structure | <input type="checkbox"/> Driveway (new & extension) |
| <input type="checkbox"/> Patio (ground) | <input type="checkbox"/> Pool/Spa | <input type="checkbox"/> Storage Building | <input type="checkbox"/> Sunroom |
| <input type="checkbox"/> Patio Cover | <input type="checkbox"/> Gazebo | <input type="checkbox"/> Siding | <input type="checkbox"/> Windows |
| <input type="checkbox"/> Deck | <input type="checkbox"/> Patio Enclosure | <input type="checkbox"/> Room Addition | <input type="checkbox"/> Antenna/Dish |
| <input type="checkbox"/> Fence | <input type="checkbox"/> Room Addition | <input type="checkbox"/> Exterior Lighting | <input type="checkbox"/> Doors |
| <input type="checkbox"/> Solar Screens | | | |
| <input type="checkbox"/> Other _____ | | | |

Size: Height _____ Width _____ Length _____

Location of Improvement:

- Front of House Back of House Left side of house (stand and face house) Right side of house (stand and face house)

List of Materials with color and/or material samples or photos provided (check all applicable)

- | | |
|--|---|
| <input type="checkbox"/> Base paint color _____ | <input type="checkbox"/> Trim paint color _____ |
| <input type="checkbox"/> Garage door paint color _____ | <input type="checkbox"/> Garage door trim color _____ |
| <input type="checkbox"/> Stain color _____ | <input type="checkbox"/> Fence color/material _____ |
| <input type="checkbox"/> Siding color/material _____ | <input type="checkbox"/> Roof color _____ |
| <input type="checkbox"/> Other _____ | |

____ (initial) I understand the ACC/ARC are a group of volunteers in the community and will do their best to act as quickly as possible in their determination regarding my application. I hereby certify that the proposed construction/modification is in full compliance with all the Declaration of Covenants, Conditions and Restrictions and all guidelines currently adopted by the Association.

____ (initial) I understand that the decisions are determined concerning only my architectural plans submitted. I am responsible to obtain whatever easements, permits, licenses and approvals, which may be necessary to improve the property in accordance with the submitted plans.

Owner's Signature _____
Date

For Official Use Only

ACC Signature _____
Date
 Please circle one: **APPROVED** **DENIED** (reason): _____

Exhibit A
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 CA., 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 regards to repainting of structures in the community; On January 13, 2005 the Board of Directors adopted the following policy with regards to re-roofing of structures in the community; On April 6, 2010 the Board of Directors adopted the following policy with regards to new fencing. On March 20, 2015 the Board of Directors amended the Policy of Approval for Roofing Shingles color choices, to include Shakeswood.

(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, re-bricking, 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, re-roof, or addition of a shed, or playhouse 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 the 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 muted earth tone and must not be the same color as any adjacent or facing dwelling on a neighboring lot. The Directors agree that, as used in the Architectural Guidelines, the term "muted earth tone" refers to colors that resemble rocks, soil, earth, being variations of brown, yellowish brown, etc. The board also acknowledges that several homes in the community are currently painted blue, purple, and burgundy – colors which are obviously well beyond the range of muted earth tones. 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 soffits, fascia boards, window, and door trim and rain gutters must also be an earth tone 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) The proposed shingles must carry a documented 30-year warranty, and be high definition or architectural in appearance, and must not be "3-tab" in construction. The color of the shingles must be Weathered

Wood, Sable Wood, Barkwood, Shakwood in color, or a color which is ruled by the Architectural Control Committee to be aesthetically harmonious with the community, with the color of white to be specifically disallowed.

(5) The proposed fencing can be a maximum of six feet six inches which is a six foot picket with a six inch rot board. Fencing going in-between the garage and the house can be between four feet and six feet six inches.

(6) SAMPLES WITH BRAND NAMES OF ALL MATERIALS ARE REQUIRED.