

# Williamsburg HOA application for renovation / modification

**CC&R:** Review your copy of the CC&R's or online at [www.williamsburgofkeller.com.com](http://www.williamsburgofkeller.com.com)

## **Complete Form & Submit:**

1. Complete this form with a full description of your requested changes and submit to the Board and ACC by either:
  - a. Via Mail - Mail two (2) copies of your Mod Request to the WHOA at P.O. Box 1741, Keller, Texas 76244.
  - b. Via Email – Email this form to [architecturalcommittee@williamsburgofkeller.com](mailto:architecturalcommittee@williamsburgofkeller.com)

## **Review Time for Acceptance or Denial**

1. Mod Request must be approved before performing the modification.
2. Please allow approximately 4 weeks if submitted by MAIL and 2 weeks if submitted by EMAIL.
3. HOA's Modification Requests approval expires after six (6) months. Approved work not completed within 6 months will require a new Mod Request to be submitted.

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Date: ____/____/____		Email: _____	
Name: _____		Day Phone: (____) _____	
Address: _____		Evening Phone: (____) _____	
<b>Type of Modification</b>  <input type="checkbox"/> Home addition  <input type="checkbox"/> Painting  <input type="checkbox"/> Siding Repair/Rplcmt  <input type="checkbox"/> Roof Repair/Rplcmt  <input type="checkbox"/> Fence Repair  <input type="checkbox"/> Fence Replacement  <input type="checkbox"/> Basketball goal / court  <input type="checkbox"/> Arbor  <input type="checkbox"/> Swimming pool  <input type="checkbox"/> Bath/guest house  <input type="checkbox"/> Hot tub  <input type="checkbox"/> Vehicle storage  <input type="checkbox"/> Other _____	<b><u>Provide a Brief Description of the Modifications</u></b> (Include photos, floor plans, lot lines, brochures or any other information that will help in evaluating your request. Attach additional pages if needed.)  <u>Roof Replacement</u> – Provide manufacturer, type, color & weight/yr warranty of roofing material <u>Fence Replacement</u> – Height, width of picket, type of picket, type of wood, stain, or raw <u>Painting</u> – House color _____ Trim color _____ Accent color _____  Please remember that the color palette for our neighborhood is light to medium earth tones. Have you discussed this with your neighbor? ____ Yes ____ No  <b>Written description:</b>		
<input type="checkbox"/> Approved    Date ____/____/____    ACC Signature _____    Comment: _____			
<input type="checkbox"/> Disapproved    Date ____/____/____    ACC Signature _____    Comment: _____			
Homeowner's acknowledgement of decision: Date ____/____/____    Signature _____			
For WHOA Use Only –    Status of HOA Dues: <input type="checkbox"/> Current <input type="checkbox"/> Past Due    Date ____/____/____			

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Additional comments, notes and/or attachments:

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