

Application for Deed Restrictions Committee Plan Review

ATTN: Deed Restrictions Committee
PARKWOOD DRIVE CIVIC CLUB
P.O.Box 321232
Houston, TX 77221
Email: deedrestrictions@parkwooddrivecivicclub.org

The Parkwood Drive Civic Club (PDCC) is a Deed Restricted community. PDCC Deed Restrictions are a legally binding agreement signed by all Civic Club property owners at the time of the property's purchase. If any work is performed without the review and approval of the Deed Restrictions Committee, the Committee has the right to require the owner to remove the modification and/or restore the property to the previous condition. A copy of the Deed Restrictions is available at the address above or online from the Parkwood Drive Civic Club website at <http://www.parkwooddrivecivicclub.org>.

In order to request a PDCC Deed Restrictions Committee review, please complete this document and forward it and any supporting documentation to the address or email above.

1) Briefly summarize the proposed modifications, including approximate size if appropriate:

2) Estimate the start date and duration of construction:

3) Please attach any appropriate construction plans, drawings or documents. These should clearly indicate the scope of work, including drawings showing the location of the project on the site, building plans and elevations, materials to be used and size and height where appropriate.

4) Please attach a copy of your lot survey showing the location of the proposed modifications. In the absence of a survey, please include a detailed drawing of the property including the setbacks from the side and/or rear lot lines. No survey is required for in-kind replacement or repair of existing structures such as roof repairs, window and siding replacement or for painting.

Failure to submit sufficient documentation may result in delays and/or automatic disapproval of the application.

(continued on reverse)

Owners Name:	Home Phone:
Address where work is proposed:	Work Phone:
Email:	Mobile Phone:

Mailing Address (if different from above):

I understand that the Committee will act on this request and contact me in writing regarding their decision as quickly as possible; however, the Committee is allowed up to thirty days to respond. I further understand that it is my responsibility to ensure compliance with all applicable governmental ordinances, codes, permits, etc. and that the Committee may make periodic inspections during the construction. I also understand that I am not to begin any modifications until the Committee notifies me that the application has been approved.

Owner's signature: _____ Date: _____

Deed Restrictions Committee response:

By: _____ **Date:** _____