

# Miramar Lake Homeowners Association, Inc.

*Miramar Lake, The Preserve at Miramar Lake, and Willows Edge*

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In accordance with the governing documents for the Miramar Lake Homeowners Association, and to provide for and protect each property owner's rights and property values, all exterior improvements and/or changes from original construction must be submitted for and approved by the Architectural Control Committee (ACC) prior to the planned improvement and/or changes. If any change is made that has not been approved, the ACC has the right to require the owner to reverse or undo the improvement and/or changes at the owner's expense.

Please complete this application in its entirety and email it to Board@miramarlake.info and Linda Lewis at [linda@pamgtx.com](mailto:linda@pamgtx.com) or via postal mail to the following address:

Prestige Association Management Group,  
c/o Miramar Lake HOA  
1849 Kingwood Dr., Suite 103  
Kingwood, TX 77339.

Property Owner Name: \_\_\_\_\_  
Property Address: \_\_\_\_\_, Tomball, TX 77375  
Mailing Address: \_\_\_\_\_  
Primary Phone #: \_\_\_\_\_ Secondary Phone #: \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_

An application **WILL NOT** be considered without the following required items:

1. Site plans and/or survey indicating the location of the proposed improvement and/or change in detail.
2. A drawing, photograph, or brochure indicating color, dimensions, product specifics and/or manufacture specifications.
3. This application completed in full.

Anticipated Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Anticipated Date of Completion: \_\_\_\_/\_\_\_\_/\_\_\_\_

Location of Improvement: \_\_\_ Back \_\_\_ Front \_\_\_ Left Side \_\_\_ Right Side \_\_\_ Roof \_\_\_ Other \_\_\_

Summary of Improvement / Change:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By signing and submitting this application I understand and agree that:

1. The Architectural Control Committee and Board of Directors are a group of volunteers in the community.
2. It can take up to forty-five (45) days for the review and decision of this application.
3. If insufficient information is provided, then additional information and time will be required for the application to be processed.
4. 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, deed restrictions, and/or county building requirements.
5. I am responsible for following up with the management company to ensure that this application and supporting documentation have been received.

Homeowner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_