

Exhibit A

Memorial Bend Application for Architectural Review

Submit this form together with the Affidavit of Owner's with one (1) copy of site and house plans. The approved copy will be kept in the Committee's files. Denied plans will be returned to the property owner.

Name of Owner: _____

Current Address: _____

Phone: _____ Alt Phone: _____ Email: _____

Description of the Project: _____

Name(s) and Contact information for Builder and Architect: _____

1. Site Plan (One (1) set of plans) to include:

- a. A survey of subject property;
- b. The proposed site plan;
- c. The proposed floor plan;
- d. Elevations showing windows, doors, building materials and roof pitch;
- e. Roof plan;
- f. Other Improvements (*garage, flatwork, decks, patios, trash and recycle bin enclosure, etc.*);
- g. Front, rear, and side yard building setbacks dimensioned;
- h. Driveway, sidewalks, and utility easements from recorded plat;
- i. Fences and walls (*including retaining walls*);
- j. Trees with a diameter of 4" or greater that will be removed.

2. Coverage and Height Breakdown:

Total Lot Size: _____ S/F

Buildable Lot Area
(*Total Lot Size less Front Setback,
Side Setbacks and Utility Easement*): _____ S/F

Coverage:
(*structure including all
heated/cooled spaces, garage PLUS
impervious areas*): _____ S/F

Coverage as a Percentage of
Buildable Lot Area: _____ %

Height of Structure _____ Feet

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3. House Elevations (showing architectural exterior and layout appropriateness) including percent Masonry used (see "Exteriors").

4. Exterior Building Materials:

Material	Color
Wall: _____	
Trim: _____	
Front Door: _____	
Shutter: _____	
Garage Door: _____	
Roof: _____	
Window: _____	
Other: _____	

Submitted by: _____
Signature

Printed

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AFFIDAVIT OF OWNER

**STATE OF TEXAS §
COUNTY OF HARRIS §**

BEFORE ME, the undersigned authority on this day personally appeared the undersigned affiant, who swore on oath that the following facts are true:

1. Each element set out in my Application for Architectural Review ("**My Application**") including each statement in **Exhibit A** annexed to this Affidavit is true and correct and represents each of the improvements and/or alterations that will be conducted.
2. To the best of my knowledge after due inquiry, nothing in the proposed improvement and/or alteration is in violation of the Declaration of Covenants, Conditions, and Restrictions ("**Deed restrictions**") as applicable to the subject lot.
3. I undertake that the proposed improvement and/or alteration will be effected in strict compliance with the Deed Restrictions.
4. I understand that approval shall in no way be construed as a waiver or modification of the Deed Restrictions.
5. I undertake that the proposed improvements/alterations will be in conformity and harmony with the exterior design and location of surrounding structures and topography, and that the quality of workmanship and materials involved will be in conformity with any existing adjacent structures.
6. It is my responsibility to conform with all city, county, state, Federal, or any other jurisdictional building code or ordinance that may apply to this improvement/alteration and that approval shall in no way be construed as a waiver of such code or ordinance.
7. Without limiting any other rights and remedies available to Memorial Bend Civic Association, Inc. and/or its authorized officers and agents ("**MBCA**"), any approval or contingent approval of My Application given by MBCA is subject to withdrawal by MBCA in the event of any misrepresentation, misstatement of fact or failure to complete the proposed improvement/alteration in conformity with My Application as approved or conditionally approved by MBCA.
8. MBCA may from time to time conduct interim and post construction inspections to review compliance with My Application and any conditions under which an approval was granted or conditionally granted by MBCA.

Printed Name

(Owner) - Affiant

SUBSCRIBED AND SWORN TO BEFORE ME on the ____ day of _____ 20____, to certify which witness my hand and official seal.

Notary Public, State of Texas

Printed name of Notary
Commission expires: _____

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Exhibit B
Memorial Bend Committee Notification Form

Review Process Finding

- _____ Approved – Commencement of construction may begin.
- _____ Contingent Approval with Conditions – Commencement of the proposed construction with conditions, as long as the homeowner accepts the condition(s). For Committee Required Conditions please see below.
- _____ Denied – The applicant **cannot** start construction.
- _____ Revise & Resubmit – The applicant **cannot** start construction until complete information outlined below is provided.
- _____ Minor Project – The signatures of two (2) Committee members constitutes action by the entire Committee.

Committee Required Conditions:

Reviewed and Approved by:

Committee Member: _____ **Date:** _____

print _____

Committee Member: _____ **Date:** _____

print _____

Committee Member: _____ **Date:** _____

print _____

Committee Member: _____ **Date:** _____

print _____

I hereby acknowledge receipt of the Committee Notification Form and understand the Review Process Finding:

Acknowledged by Property Owner: _____

Date: _____

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Exhibit C Certificate of Compliance

State of Texas §
 §
County of _____ §

BEFORE ME, the undersigned Notary Public, on this day personally appeared the undersigned affiant, who being by me duly sworn on oath, deposed and said:

"My name is _____ [individual name].

I am the owner of the property _____ [address].

I give this Confirmation of Compliance (the "**Confirmation**") for the benefit of Memorial Bend Civic Association, Inc. ("**MBCA**") with the intention that MBCA rely on this Confirmation and each of my statements contained in it.

As of _____ [completion date] (the "**Completion Date**"), the project that we submitted for review and approval to MBCA through our "**Application for Architectural Approval for Memorial Bend**" dated _____ [date of application] has been completed (the "**Project**").

The Project does and will conform in all respects to our Project application as finally approved and/or conditioned in writing by MBCA.

The foregoing statements are within my personal knowledge and are true and correct."

[printed name], Affiant

SUBSCRIBED AND SWORN TO before me on the _____ day of _____, 20____ by to certify which witness my hand and official seal.

Notary Public, State of _____

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