

Architectural Control Committee Checklist

To aid you in preparing for approvals of your new construction/outbuilding, the Architectural Control Committee has prepared a checklist (and samples) for your use and guidance. Approval will be based on compliance with the Declaration of Covenants, Conditions, Restrictions and Easements for the Woodlands Subdivision (covenants are available on the WHOA website at www.whoahouston.com) with consideration given to:

- Size and dimensions
- Quality and type of materials
- Location/set back and property lines
- Harmony and appeal of exterior design with existing structures and improvements

Ensure your submission includes the following:

Date:

Your name (first and last):

Your street address:

Your email address:

Outbuilding (Plan, Exterior and Structural Design views/drawings are not required to be formal drawings (i.e., CAD) but can be hand drawn as long as they provide the details as required below)

- Map of subject property (i.e., a plat; available on the WHOA website)
- A plan (aerial/top) view (Google Earth is acceptable) showing
 - Existing building(s) and building site
 - Overall dimensions of the new construction/outbuilding
 - Location of new construction/outbuilding clearly marked on map showing distances/dimensions from the new construction/outbuilding to the property lines (**Note:** no outbuilding shall be constructed closer than ten (10) feet to the rear and side property lines of the lot)
- Exterior elevation views of new construction/outbuilding showing wall length and height, roof width and height, window and door trim, and exterior wall and roof finishes. **Note:** an elevation view is a side view as viewed from the front, back, left or right.
- Structural Design (architectural plans and layout)

Notes:

- All outbuildings must be placed on a permanent foundation
- All roofs shall have a pitch of not less than 10/12
- Shingles must be of the same type and color of the dwelling
- Exterior colors and finishes shall match those of the dwelling
- No element of the project can infringe upon any easements of the property