



Villages of Westcreek Owners' Association
Standards Department

PROPERTY IMPROVEMENT APPLICATION (PIA)

TO: Villages of Westcreek Owners' Association
12395 Military Drive West
San Antonio, TX 78253-6046

Office Use Only

Date received: _____

I _____ am requesting approval for the following:
(PRINTED NAME)

- Check [X] the category of your request: [] Patio [] Patio cover [] Patio enclosure [] Deck [] Deck enclosure
[] Deck cover [] Roofing [] Solar equipment [] Storage shed [] Gazebo [] Pergola [] Window shutters
[] Painting [] Fencing [] Staining [] Walkway [] Retaining wall [] Swimming pool [] Plantings
[] Xeriscaping [] Play equipment [] Other (Each improvement/change requires a separate PIA)

Caution: Permanent objects such as swimming pools, storage sheds on concrete slabs, concrete walkways and trees may not be placed in/over utility easements as shown on the Plat/Lot Survey for your property, unless the written approval from all applicable utility companies is included with the PIA.

Description of improvement/change: _____

Proposed location: _____

Size (length, width, height): _____

Material(s): _____

Color--include sample(s): _____

I understand that: 1. if the 'VWOA Standards' require a copy of the Plat/Lot Survey of my property showing the location of the item I have described above, I must include it with this PIA; 2. if I do not have or cannot find this document, I may obtain one for my property at the Bexar County Courthouse; 3. if a Plat/Lot Survey is not required, I only need to submit a PIA along with all applicable supporting information; 4. if my request does not include sufficient information to allow an appropriate decision, it will be disapproved pending receipt of the information; 5. if I do not provide this information by the date requested, my request will be disapproved entirely; and 6. a disapproval of my request may require that I modify or remove the item I have described above.

I also understand that: 1. any improvement/change to the exterior portion of my property requires prior approval unless Appendix A of the Standards apply to your request; 2. all federal, state and local government requirements including building permits for construction improvements must be complied with; and 3. an approval does not knowingly supersede any local, state or federal laws that may apply.

PROPERTY ADDRESS: _____ VILLAGE'S NAME: _____

MAILING ADDRESS: _____ HOME PHONE: _____

E-MAIL ADDRESS: _____

PRINTED NAME: _____ SIGNATURE: _____

12395 Military Drive West, San Antonio, Tx 78253-6046 Phone: 210-679-8761 Fax: 210-679-0040