

# Lakes at Ascension Crossing Homeowners' Association

## DESIGN CONTROL COMMITTEE (DCC) HOME IMPROVEMENT REQUEST FORM

All improvements must be drawn to scale on two (2) photocopies of the survey. Please indicate how the new structure or improvements relates to the existing structure, and if possible provide a side and rear view. The DCC review process may take 10-30 days. The process cannot begin until the **completed** application is received and all appropriate fees are paid. Please carefully review the requirements for submittal below. You will receive a written notification of the decision of the committee. Applicant must include two (2) copies of the plate map showing the improvement and the elevation views with submittal.

Lot: \_\_\_\_\_ Address: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Home Number: \_\_\_\_\_ Work Phone: \_\_\_\_\_

FAX: \_\_\_\_\_ E-Mail: \_\_\_\_\_

### PLEASE CIRCLE THE IMPROVEMENT(S) WHICH YOU PROPOSE:

PAINT          ROOF          DECK          PATIO          GAZEBO          STORAGE  
FENCE          MAILBOX          ADDITION          LANDSCAPING          SATELLITE

OTHER: \_\_\_\_\_

PLEASE DESCRIBE IMPROVEMENT WHICH YOU CIRCLED ABOVE IN MORE DETAIL (BE SPECIFIC):

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

### MATERIALS PLANNED FOR IMPROVEMENT YOU PROPOSE:

Lumber- Type(s) \_\_\_\_\_

Brick—Type(s) & Color (Submit Sample) \_\_\_\_\_

Screen —Type(s) \_\_\_\_\_

Fence—Type(s) \_\_\_\_\_

Shingles—Manufacturer: \_\_\_\_\_ Manufacturer Color \_\_\_\_\_

**If you are painting – YOU MUST include paint sample and brand/manufacturer name. If you are staining, YOU MUST use an approved stain color. Please give particular consideration to the color of the brick when you are making your paint selection.**

**PROPOSED COLORS**

Brick: \_\_\_\_\_ House: \_\_\_\_\_

Trim: \_\_\_\_\_ Garage Door: \_\_\_\_\_

**APPLICATION IS COMPLETE WHEN YOU HAVE COMPLETED IN DETAIL THE FOLLOWING:**

1. Describe improvements, and attached required drawings, if any
2. Attached your survey or plat showing the exact location of the proposed improvements
3. Attached a sample of the paint, if painting and approved stain or staining
4. Attached a sample of the brick or stone being used
5. Defined the dimensions (height, width, & length) of the structure, play structure, improvements and/or fence
6. Signed and dated the application.

\*You may attached a separate sheet of additional information to assist in the process, i.e. Brochures of product

**IN EFFORT TO PROVE AND PROTECT EACH INDIVIDUAL HOMEOWNER’S RIGHTS AND VALUES, IT IS REQUESTED THAT ANY HOMEOWNER CONSIDERING IMPROVEMENT ON THEIR DEEDED PROPERTY SUBMIT A REQUEST FOR HOME IMPROVEMENT APPROVAL TO THE DESIGN CONTROL COMMITTEE (DCC) PRIOR TO INITIATING WORK ON PLANNED IMPROVEMENTS. IF ANY CHANGE IS MADE THAT HAS NOT BEEN APPROVED, THE COMMITTEE HAS THE RIGHT TO ASK THE HOMEOWNER TO REMOVE THE IMPROVEMENT FROM HIS/HER PROPERTY.**

**I AGREE NOT TO BEGIN PROPERTY IMPROVEMENT(S) UNTIL THE DESIGN CONTROL COMMITTEE (DCC) NOTICES IN WRITING OF THEIR DECISION.**

\_\_\_\_\_  
**Signature of Homeowner**

\_\_\_\_\_  
**Date**

**Send completed form and support documentation in the form of a pdf to: Ashley at [ashley@keystone225.com](mailto:ashley@keystone225.com) or fax attention to (225) 366-9503. You may also mail your application to Keystone Residential, 11929 Sunray Avenue, Baton Rouge, LA 70816.**