

Old Braeswood Property Owners Association

Plan Review Instructions and Checklist

Plan review by the ARC (Architectural Control Committee) is required for all new construction and remodeling that impacts an exterior building line of your home, garage or outbuilding. Review is not required for interior remodeling that does not affect the exterior in any way or the use of the structure.

You must request an official Plan Review Agreement by calling 713-807-1787 or send a message to info@oldbraeswood.com. Complete and return the following items to us at the address listed below:

- Survey
- Site Plan
- Two (2) full sets of construction plans including elevations
- Completed and signed Application and Agreement for review of plans
- Completed Transmittal Form
- Appropriate Fee made payable to *OBPOA*

Fees: \$100 per 1000 square feet of new or remodeled space

Deliver a complete packet containing all of the items listed above to:
2038 Milford Street, Houston, TX 77098

Old Braeswood Property Owners Association

Application for Plan Review

Date: _____

Rec.#

(Office Use only)

Property Owner: _____

Property Address: _____

Mailing Address: _____

Phone Numbers: (w) _____ (h) _____ (cell) _____ (fax) _____

Email Address: _____

Architect: _____

Mailing Address: _____

Phone Numbers: (w) _____ (h) _____ (cell) _____ (fax) _____

Email Address: _____

Contractor: _____

Mailing Address: _____

Phone Numbers: (w) _____ (h) _____ (cell) _____ (fax) _____

Email Address: _____

Description of project: _____

****ABOVE TO BE COMPLETED BY APPLICANT****

House faces: _____ N _____ S. _____ E. _____ W. Lot Sq. Ftg. _____

Residence setbacks: _____ feet from front property line; _____ N. _____ S. _____ E. _____ W.

Garage Setbacks: _____ feet from front property line; _____ N. _____ S. _____ E. _____ W.

Restrictions vs. Request: _____
