



**Villages of Westcreek**  
 Owners' Association  
 Standards Department

**PROPOSED IMPROVEMENT APPLICATION (PIA)**

**OFFICE USE ONLY**

TO: Architectural Review Committee (ARC)  
 Villages of Westcreek Owners' Association  
 12395 Military Drive West  
 San Antonio, TX 78253-6046

Date: \_\_\_\_\_  
 Time: \_\_\_\_\_ AM PM  
 Received by: \_\_\_\_\_  
 Are Assessments Current: YES NO

**\*\*The application will not be considered until the assessments are current for the quarter of the request.**

I \_\_\_\_\_ am requesting approval for the following improvement (application information may be continued on the back of this form or on attached sheet[s]). NOTE: A proposed improvement application form is required for **each** improvement.

Improvement/Change: \_\_\_\_\_

Location: (Front yard/Rear yard) \_\_\_\_\_

Size/measurements: \_\_\_\_\_

Material(s): \_\_\_\_\_

Color(s): \_\_\_\_\_

NOTE: Except for an improvement request involving painting, new shingles, new door, the location of the improvement being requested **must** be shown on a copy of a plat survey. **Samples or drawing should also be included with the request. If a request for an improvement is received without showing the location of the improvement on a copy of the plat survey or if information needed to evaluate the request is not provided on the application, the request is subject to being returned for the required information or may be disapproved outright.**

I do not intend to start the improvement before the ARC notifies me of its decision. I understand I am required to comply with all federal, state, and local government requirements such as building permits, etc. for construction improvements and that ARC approval does not knowingly supersede any governmental requirement.

PRINTED NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_ VILLAGE: \_\_\_\_\_

HOME TELEPHONE: \_\_\_\_\_ WORK TELEPHONE: \_\_\_\_\_ CELL #: \_\_\_\_\_

APPLICANTS SIGNATURE: \_\_\_\_\_