

# ESTATES AT CHAMPIONS RUN HOMEOWNERS ASSOCIATION

Please follow the process below to submit your ACC application for all projects other than new construction. For new construction please use new construction application.

1. Owners log into the Estates at Champions Run website and click the ACC and download the ACC application from that page.

2. The owner must fill out the application and provide it along with supporting documentation to [acc@damctx.com](mailto:acc@damctx.com). The following application deposits apply, all checks must be payable to The Estates At Champions Run:

Home Addition- \$1000.00.

- a. \$600.00 is non-refundable
- b. \$400.00 will be refunded upon ACC approval

Other Improvements- \$400.00

- a. \$100.00 is non-refundable
- b. \$300.00 will be refunded upon ACC approval

Lot Clearing - \$1000.00 NON-REFUNDABLE Deposit

Dumpster Installation- \$500.00 NON-REFUNDABLE Deposit

Additional Fees- There will be a \$500.00 non-refundable Reserve Road Fund Fee if heavy machinery/equipment is brought into the Association for your improvement.

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**Estates at Champions Run Homeowners Association  
Architectural Control Committee**

14603 Huebner Road, Building 40, San Antonio, Texas 78230  
210-561-0606 www.damctx.com acc@damctx.com

In accordance with the recorded covenants, conditions and restrictions of the Association, and in order to protect each individual lot owner's rights and values, it is required that any lot owner considering improvement of their deeded property including, but not limited to, patio covers, decks, outside buildings, fencing, building add-ons, etc., submit the following information to the Committee **prior to initiating work on the planned improvements:**

- 1. Completed and Signed Improvement Request Form (2 pages). \*\*\* ONE FORM PER REQUEST \*\*\***
- 2. Complete & detailed building plans & specifications, material list, and color swatches, as applicable.**
- 3. A site/plot plan showing the exact location of the proposed improvement. (Issued with your closing papers)**
- 4. Photos, as applicable.**

**FAILURE TO SUBMIT THE REQUESTED ATTACHMENTS (ITEMS 1, 2, 3 & 4) MAY RESULT IN DENIAL OF YOUR REQUEST FOR IMPROVEMENT.** *The Committee has the right to require that an owner remove any improvement installed without prior written approval.* **Any homeowner considering any exterior improvement to their property is urged to review the recorded deed restrictions prior to their initial request.**

Owner Name: \_\_\_\_\_

Property Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Mailing Address: Same \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail address: \_\_\_\_\_ Contractor Name: \_\_\_\_\_

Briefly describe the improvement you propose: \_\_\_\_\_

**Location of improvement (check actual areas that apply):**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Front of dwelling      | <input type="checkbox"/> Back of dwelling | <input type="checkbox"/> Side of dwelling |
| <input type="checkbox"/> Roof of dwelling       | <input type="checkbox"/> Garage           | <input type="checkbox"/> Front/Back Patio |
| <input type="checkbox"/> Other (describe) _____ |   |   |

**Material to be used for the improvement (check applicable items):**

- |  |   |
|--|---|
| <input type="checkbox"/> Brick — Color _____                   | <input type="checkbox"/> Cement — Top Finish _____    |
| <input type="checkbox"/> Wood — Type _____                     | <input type="checkbox"/> Stucco — Color _____         |
| <input type="checkbox"/> Iron - Fence Color Bronze Brown _____ | <input type="checkbox"/> Flagstone — Color _____      |
| <input type="checkbox"/> Paint — Color (sample) _____          | <input type="checkbox"/> Stain — Color (sample) _____ |
| <input type="checkbox"/> Wood - Color _____                    | <input type="checkbox"/> Rock/Stone — Color _____     |
| <input type="checkbox"/> Roofing Material _____                | <input type="checkbox"/> Masonry _____                |
- Other (explain) \_\_\_\_\_

**Type of Improvement:**

- |   |  |
|---|--|
| <input type="checkbox"/> Permanent/Temporary Basketball goal          | <input type="checkbox"/> Pool — Above-Ground             |
| <input type="checkbox"/> Stain/Paint Fence                            | <input type="checkbox"/> Pool — In-Ground                |
| <input type="checkbox"/> Fencing/ Extend Fence                        | <input type="checkbox"/> Spa/Hot tub                     |
| <input type="checkbox"/> Paint Exterior                               | <input type="checkbox"/> Room addition                   |
| <input type="checkbox"/> Porch Railing                                | <input type="checkbox"/> Storage Building                |
| <input type="checkbox"/> Play Structure/Front Yard Glider Swing       | <input type="checkbox"/> Landscaping/Landscape Lighting  |
| <input type="checkbox"/> Front Yard Statuary/Bird Bath/Water Fountain | <input type="checkbox"/> Wall Art/Outside Decor          |
| <input type="checkbox"/> Permanent/Temporary Gazebo                   | <input type="checkbox"/> Front/Back Screen/Storm Door    |
| <input type="checkbox"/> Front/Back Door                              | <input type="checkbox"/> Sprinkler System                |
| <input type="checkbox"/> Gutters                                      | <input type="checkbox"/> Stain/Paint Driveway            |
| <input type="checkbox"/> Exterior Lights                              | <input type="checkbox"/> Extend Driveway                 |
| <input type="checkbox"/> Walkway/Pavers                               | <input type="checkbox"/> Solar Screens/Window Treatments |
| <input type="checkbox"/> Deck   | <input type="checkbox"/> Arbor/Trellis                   |
| <input type="checkbox"/> Replace Roof                                 | <input type="checkbox"/> Patio/Enlarge Patio/Patio Cover |

Please include color swatches, photos and/or samples.

Other Improvement: \_\_\_\_\_

I understand that the Committee will act on this request within (30) thirty days of receipt and contact me in writing regarding their decision. I agree not to begin construction/installation without written approval from the Committee. I understand that all construction shall meet City/County code, and that Committee approval does not override City/County codes, but rather, is intended to work in conjunction with them.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Homeowners Signature                      Date                      Construction Start Date                      Estimated Completion Date

**RETURN COMPLETED FORM TO:**  
**acc@damctx.com**

OFFICE USE ONLY

Date: \_\_\_\_\_ Received by: \_\_\_\_\_

Forwarded to Committee: \_\_\_\_\_ Approved by Committee: \_\_\_\_\_

Denied by Committee: \_\_\_\_\_

**COMMITTEE USE ONLY:**

Committee notes/recommendations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

_____ Committee Member	_____ Date	<input type="checkbox"/>	<b>Approved</b>	<input type="checkbox"/>	<b>Denied</b>
_____ Committee Member	_____ Date	<input type="checkbox"/>	<b>Approved</b>	<input type="checkbox"/>	<b>Denied</b>
_____ Committee Member	_____ Date	<input type="checkbox"/>	<b>Approved</b>	<input type="checkbox"/>	<b>Denied</b>
_____ Committee Member	_____ Date	<input type="checkbox"/>	<b>Approved</b>	<input type="checkbox"/>	<b>Denied</b>