



# MEADOWCREEK VILLAGE CONSTRUCTION PLAN REVIEW

PLEASE PRINT THE FOLLOWING INFORMATION IN INK

Owner (Applicant): \_\_\_\_\_ Telephone: \_\_\_\_\_

Property Address: \_\_\_\_\_

Meadowcreek Village Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot Number: \_\_\_\_\_ (See title for information)

Contact information should the committee wish to reach you for additional information (please circle preferred):

Telephone: Home) \_\_\_\_\_ Work) \_\_\_\_\_ Cell) \_\_\_\_\_

Mailing Address (if different than above): \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**Contractor Information:** Who will be doing the work?  Self  Contractor (fill-in section below)

Contractor Name: \_\_\_\_\_

Contractor Telephone: \_\_\_\_\_ Contractor Email: \_\_\_\_\_

**Project Information (required)**

Project Description: \_\_\_\_\_

Proposed Construction Start Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_

**REQUIREMENTS:**

Submit all of the following documents for review:

1. A completed and signed Plan Review Form (this form)
2. Complete and detailed building plans, material listing and specifications
3. A property site/survey plan or plat map showing the location of the proposed project, along with all existing structures, paving, and setback lines

Mail the documents to

Plan Review  
Meadowcreek Village Civic Club  
P.O. Box 87606  
Houston, Texas 77287

Or email PDFs or TIFs to [plans@meadowcreekvillage.org](mailto:plans@meadowcreekvillage.org)

**AGREEMENTS:**

I understand that the Deed Restrictions Committee will act on this request within 30 days of receipt and contact me in writing with their decision. I also understand that the proposed construction may require a building permit and that approval from the Committee does not guarantee approval by any other agency.

I agree not to begin construction until I have received approval from the Committee and any required permits. Construction which violates deed restrictions or building codes may be ordered to be removed and the property restored to its original condition at my expense. If Meadowcreek Village Civic Club incurs legal costs resulting from the violation, I agree to pay those costs.

Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

<b>COMMITTEE USE ONLY</b>	Date Received _____
Date Disposed _____	DRC Member _____
Check only one: <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved – Insufficient Information <input type="checkbox"/> Disapproved	
Comments/Suggestions _____	