

APPLICATION FOR APPROVAL OF NEW ROOF

*Briargrove Park Property Owners, Inc.*

2301 SEAGLER ROAD – HOUSTON, TEXAS 77042

PHONE (713)782-6761 FAX (713) 782-1841

EMAIL stefany@briargrovepark.org

<http://www.briargrovepark.org>

Date: \_\_\_\_\_

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

Street Address: \_\_\_\_\_

Phone Numbers: \_\_\_\_\_ Home \_\_\_\_\_ Cell  
\_\_\_\_\_ Office

Email Address: \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_ Section \_\_\_\_\_

Please indicate the following information:

Manufacturer: \_\_\_\_\_

Number of Years Warranty: \_\_\_\_\_ Shingle Color: \_\_\_\_\_

Shingle Material: \_\_\_\_\_

Underlayment Material and Spec (eg. 30 lb. felt): \_\_\_\_\_

CONTACT INFORMATION:

Name of Roofing Contractor: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**By Signing below, I acknowledge I have read and understand the Briargrove Park Deed Restrictions, Briargrove Park Architectural Guidelines and Specific Roofing Requirements including the limited scope of approval of your roofing. I also acknowledge and agree that no preliminary work or installation will commence until this submission is approved in writing by the Briargrove Park Architectural Control Committee.**

\_\_\_\_\_  
BGP Property Owner Signature

\_\_\_\_\_  
Date

APPROVED

REJECTED

CONDITIONALLY APPROVED

DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

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

(ANY ACTION REQUIRES 2 SIGNATURES)

Letter Context: \_\_\_\_\_

\_\_\_\_\_

## **SPECIFIC ROOFING REQUIREMENTS**

### **A. APPROVED ROOFING**

1. You must submit this Application to the Briargrove Park (BGP) office (2301 Seagler Road, Houston, Texas 77042) with a **copy of your roofing contract** which must indicate the following:
  - (A) Roof manufacturer;
  - (B) Roof color;
  - (C) Shingle warranty, which must be for a minimum of thirty (30) years;
  - (D) A photograph of the product or sample; and
  - (E) Underlayment specification. Felt or approved equal synthetic underlayment for composition roofs must have a weight of at least thirty (30) pounds.
2. You must receive **roofing approval in writing** from the BGP Architectural Control Committee (ACC) **BEFORE the work begins.**

**B. NO CONTRACTOR SIGNS.** The deed restrictions do not permit contractor signs on your property. Therefore, please notify your contractor that signs may not be placed on your property during the reroofing.

**C. INSPECTION:** An inspection will be made upon completion of the roofing to determine if the roofing complies with the deed restrictions applicable to your property. You are responsible for notifying the BGP office, (713)782-6761, within 15 days after completion of the reroofing to schedule an inspection.

**D. LIMITED SCOPE OF APPROVAL.** The roofing approval is limited to a determination that the roofing is a style and color which retains the character of Briargrove Park.

1. The approval is not a determination that the roofing complies with federal, state, county, city of other local laws.
2. The approval is not a statement regarding roofing design, installation, construction defect(s) or performance of the roofing contractor.