



Getting Started on your new Home



CROWN RANCH

Getting Started

We can help!

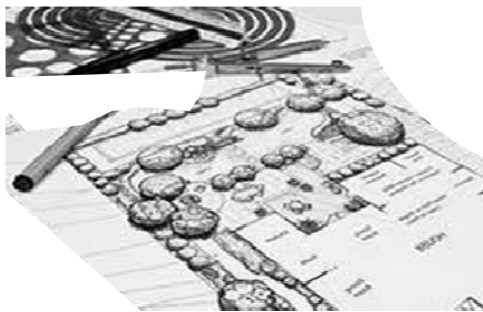
We are proud of our development and have put careful thought and consideration into the key factors that contribute to successfully implementing the projects of your dreams. We have developed information and useful tools that will help in the process of planning and design while establishing a working relationship with Crown Ranch to see that you get your project submitted and completed for that all important final move in.



Ask Us

When you begin planning a new home or home improvement, go to the “Residential Portal” on the Crown Ranch homeowners website www.realmanage.com. Once registered, you will find useful information about the submittal process, pre-submission planning, Guidelines and Standards*, fees and obligations set forth by the Crown Ranch Development team. It is our goal to ensure consistency within the development and the architectural integrity of each project throughout Crown Ranch.

** Guidelines and Standards regulate lot planning, building layout and materials as well as respectful criteria for existing neighbors and established roadways, easements and amenities throughout Crown Ranch.*



The beginning is the most important part of the work... Plato

Architectural Control Committee

Plans are reviewed and acted on in accordance with Crown Ranch Development Guidelines and Standards which are available through the “Residential Portal” on the Crown Ranch homeowner’s website online at www.realmanage.com. There is a separate application form and schedule of content required for each type of improvement.

The following information is provided as a summary of the application process, and it is not intended to be all-inclusive.

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What you will need

Supplemental Information: Specific information is required for each application. Remember to contact us via email by sending an inquiry to crownranchacc@gmail.com if you have difficulty understanding or completing a form or obtaining the required information. Help is always available. Inability to provide information may delay committee review of your application.

Survey

All improvements except painting or re-roofing require a copy of your individual property survey with the location of the proposed improvement clearly drawn to scale thereon.

Plans and Specifications

Most all applications for improvements require drawings created to scale and engineering by registered and qualified professionals. The plans submitted for new homes, remodels or room additions, garages, barns, and other structural modifications to the home or garage must be sealed by an A.I.B.D. / T.I.B.D. / N.C.B.D.C. designer, a licensed architect, building designer or a structural engineer.

Sample Materials

Sample materials will be required for exterior veneers ie brick and stone, roofing, siding, or other improvements. Color chips are required for all painting applications. Muted shades are the norm for Crown Ranch.

Fees

Certain major projects such as new homes, remodels or room additions, barns, pools and fencing require a Crown Ranch Architectural Control Committee (ACC) review fee and a refundable construction security deposit. The deposit is returned to the applicant upon successful completion of the project through the process of a final inspection.

Inspections

The Crown Ranch ACC is a committee that has the best interests of the homeowner and the development as its driving force. Several inspections will take place throughout the construction of the project to enforce the importance of the neighborhood preservation and the proper implementation of construction practices while the project is being built. The ACC does not enforce building codes or methods, only the proper practice established by the Guidelines and Standards adopted by the development. It is advisable that the owner should have a third party inspector meeting applicable county or state requirements that will visit the property several times during the course of the project to certify that the improvement has been constructed according to applicable codes, the approved plans and the Standards.

Committee Decisions:

Committee decisions are based upon preservation of the architectural compatibility of the development, privacy, and compliance with the Covenants, Standards, Neighborhood Criteria, and compliance with the applicable building code. Following the committee's review of the submitted project, the owner will receive an official notice via email and through the mail concerning the approval. If your project is approved, you will be contacted to arrange further follow up steps. If your project is not approved, you will be given corrective suggestions and if necessary, you may appeal the decision. Complete instructions for your appeal will be provided at that time.

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Next Steps...

Contact Us

Easy as 1 - 2 - 3

1. *Send us an email...* to crownranchacc@gmail.com to let us know you are ready to start
2. *Give us some details...* Indicate your name, contact, lot, type of project, size and schedule
3. *We will follow up...* with the appropriate application, updated information about submittals

Crown Ranch Guidelines and Standards are recorded in the respective counties in which Crown Ranch resides; therefore they become enforceable rules under which the ACC arrives at their decision for each applicant.

Send it in

Deliver all submittals to:

Crown Ranch Development Office
26000 Crown Ranch Boulevard
Montgomery, Texas 77316-2102

A schedule of plan submittal fees, construction deposits and inspection fees is available through the "Residential Portal" on the Crown Ranch homeowner's website.

www.realmanage.com

Always check your submittals for accuracy

Check List



*Completed Application
Plans
Permits
Engineering
Material Samples
Specifications
Fees*