

**APPLICATION FOR APPROVAL TO MODIFY HOME OR PROPERTY**

**COVERED BRIDGE P.O.A., INC.**

ARCHITECTURAL CONTROL COMMITTEE

14050 Summit Drive, STE 113-A• Austin, Texas 78728

Phone 512-287-8000

Fax 512-716-0024

In an effort to provide and protect each individual homeowner's rights and values, it is required that any homeowner or group of owners considering improvement of their property which would affect the exterior appearance of a building, or construction or installation of improvements (examples: basketball goal, patio covers, outside buildings, fences, pools, landscaping, etc.), MUST submit a Request for Home Improvement Approval to the Review Committee PRIOR to initiating work on planned improvements. If any change is made that has not been approved, the Committee has the right to ask the homeowner to remove the improvement from the property.

**APPLICATION FEES ARE REQUIRED FOR ALL EXTERIOR MODIFICATIONS. THE FOLLOWING ITEMS ARE EXAMPLES AND NOT THE ENTIRE LIST:**

Tier I – Basketball Goal, Storm Doors, Lighting, Landscaping, Sprinkler System, Yard Objects, etc. - \$25.00

Tier II - Play Structures, Roof Repair/Replacement, Fences/Extensions, Walkway, Purchased Storage Building, etc. - \$75.00

Tier III - Patio Covers, Patios/Extensions, Constructed Storage Bldgs., Pools, Outdoor Kitchens, Driveway Ext, etc. - \$125.00

Tier IV – Home / Garage Additions, Reconstructions, Cabanas, Workshops, Barns, Porte Cocheres, etc. - \$350.00

**REFUNDABLE DEPOSITS ARE REQUIRED FOR SOME MODIFICATIONS. THE FOLLOWING ITEMS ARE EXAMPLES AND NOT THE ENTIRE LIST:**

Constructed Storage Buildings, Patio Covers, Arbors, Pergolas, etc. - \$250.00

Swimming Pools and all Tier IV category items - \$1,000.00

**PLEASE MAKE ALL CHECKS PAYABLE TO COVERED BRIDGE P.O.A.**

Please fill out this form in complete detail.

DATE OF APPLICATION: \_\_\_\_\_ SECTION: \_\_\_\_\_ BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_

OWNER'S NAME: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_

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

CITY: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

ALT. MAILING ADDRESS OR EMAIL: \_\_\_\_\_

TYPE OF IMPROVEMENT: \_\_\_\_\_

MATERIALS DESCRIPTION: \_\_\_\_\_

*PLEASE SUBMIT COLOR SAMPLES FOR ANY PAINT, WINDOW/DOOR TRIM, SCREEN TINT, SHINGLES, BRICK, OR GUTTERS.*

DIMENSIONS: Height \_\_\_\_\_ Width \_\_\_\_\_ Length \_\_\_\_\_

**LOCATION OF IMPROVEMENT:**

Front of Home     Back of Home     Left Side of Home     Right Side of Home     Front Yard

Back Yard     Left Side Yard     Right Side Yard     Roof of Home     Garage     Patio

I understand that the Architectural Control Committee will act on this request as quickly as possible and contact me in writing regarding its decision. Further, I understand that it is my responsibility to ensure compliance with all applicable governmental ordinances, codes, etc. affecting such improvement(s). I agree not to begin improvements until the Architectural Control Committee notifies me of its approval.

**FAILURE TO SUBMIT THE REQUIRED INFORMATION / DEPOSIT / APPLICATION FEE COULD RESULT IN A DELAY AND / OR AUTOMATIC DISAPPROVAL OF SUBMISSION**

\_\_\_\_\_  
Homeowner signature

\_\_\_\_\_  
Date

\_\_\_\_\_/\_\_\_\_\_  
Construction Start / Completion Date

**PLEASE KEEP INSTRUCTIONS FOR FUTURE APPLICATIONS**  
**INSTRUCTIONS FOR APPLICATION FOR APPROVAL TO MODIFY HOME OR PROPERTY**

FAILURE TO SUBMIT ALL REQUIRED INFORMATION CAN RESULT IN THE APPLICATION BEING RETURNED DENIED UNTIL ALL INFORMATION IS PROVIDED. EVERY EFFORT WILL BE MADE TO NOTIFY APPLICANT OF ANY LACKING INFORMATION. THE ARCHITECTURAL CONTROL COMMITTEE IS ALLOWED 90 DAYS TO RESPOND TO APPLICATIONS, BUT WILL TYPICALLY REVIEW THEM WITHIN 3 WEEKS OF RECEIPT OF REQUIRED SUBMITTAL INFORMATION AND FEES.

- 1) If you are applying for a structure (**PATIO COVER, ARBOR, GAZEBO, STORAGE SHED, ROOM ADDITION, ETC.**) you must submit plan and elevation drawings showing how the structure will look. Indicate size, height, color, materials and roofing. Show placement on the Lot survey and access route to rear of property if applicable.
- 2) If you are applying for play structures (**PLAY STRUCTURE, SWING SET, TRAMPOLINE, BASKETBALL GOAL, ETC.**) you must submit a photo, brochure or drawing. Indicate size, height, color, materials, etc. and show location on Lot survey.
- 3) If you are applying for a **POOL/SPA** you must submit detailed drawings of pool and indicate on Lot survey the location of pool, pool equipment and drain lines. Access to rear of property must be indicated on Lot survey.
- 4) If you are applying for exterior **PAINTING OR SIDING** submit sample of paint color and location of the color such as "trim", "body", "shutters", etc.; and for siding the addition of product information for the proposed use.
- 5) If you are applying for a new **ROOF** please submit manufacturer's name / product name / color name / length of warranty. A color brochure or small sample may be requested if it is an uncommon manufacturer or product.
- 6) If you are applying for new **DOORS, STORM DOORS, OR WINDOWS** please provide photo or brochure of the product and explain the location on the structure.
- 7) If you are applying for **SOLAR SCREEN/WINDOW TINTING** please provide material samples and explain the location on the structure.
- 8) If you are applying for **SECURITY CAMERAS, METAL GATES/SECURITY BARS** please submit drawing indicating design, size, color, and indicate placement on Lot survey.
- 9) If you are applying for **DECKING/PATIO** please indicate location on Lot survey, materials to be used and height of decking off adjacent ground.
- 10) If you are applying for **CONCRETE WORK/PAVERS** (sidewalks, driveway extension, etc.) please indicate location on Lot survey, provide dimensions of improvement, dimensions from side Lot line(s), and description of materials. Provide a color brochure if applicable.
- 11) If you are applying for an **ANTENNA/SATELLITE DISH** please give size or height of antennae and show location on Lot survey.
- 12) If you are applying for **LANDSCAPING OR TREE REMOVAL/REPLACEMENT** please submit a plant list indicating plant type and size and drawing showing placement on Lot survey.
- 13) If you are applying for **FENCING/GATES** please indicate height and materials, provide a drawing for each if they deviate from the existing ones. Provide location on Lot survey.
- 14) If you are applying for **YARD DECORATIONS** (birdbath, benches, statues, signs, lighting, etc.) submit photo or brochure, and indicate location on Lot survey.
- 15) If you are applying for **SOLAR ENERGY DEVICES,** please provide a photo, description and/or brochure and indicate size, height, color, materials and show location on roof plan.
- 16) If you are applying for a **FLAG POLE,** please submit height, material, installation specifications, brochure, and indicate location on lot survey. Also submit the size and type of flag(s) to be flown.

PLEASE ADDRESS APPLICATIONS TO:

**COVERED BRIDGE POA ARCHITECTURAL CONTROL COMMITTEE**  
14050 Summit Drive, Ste. 113-A  
Austin, TX 78728