

Oak Bluff Estates, Phase 2 Subdivision, Homeowners Association, Inc.
Architectural Control Committee Approval Request Form

ARE YOU CHANGING THE TYPE OF MATERIALS AND COLORS USED IN YOUR PROJECT?

 Yes. Complete the rest of this application and provide the required material noted on c@i• page. Ensure you are following the DCCR requirements in your submission.

 No. There is no need to complete this application if you are simply maintaining your property by replacing worn and damaged materials with same or similar materials and color and following the DCCRs provided to you when you closed on your house.

NAME: _____

STREET ADDRESS: _____

PHONE NUMBER (S): _____

E-MAIL ADDRESS: _____

The Declaration of Covenants, Conditions and Restrictions (the “Deed Restrictions”) for the Oak Bluff Estates, Phase 2 Subdivision, Homeowners Association, Inc. specifies that all improvements as defined in the Deed Restrictions must be approved in writing by the Architectural Control Committee before the improvement begins. To assist in your compliance with this restriction, please complete the following form and submit it with your plans and specifications for the proposed improvement.

Allow 15 business days for review. Each resubmission due to incomplete applications results in an additional 15 business days for review!

***The submission is incomplete without all of the following items.
Check off each item below, demonstrating that you are including these items:***

- Illustration** on a plot plan or survey showing the location and dimensions (including elevation) of all proposed Improvements. Setbacks, property lines, PUEs must be shown. The plot or survey found on the documents you received at closing. You may draw on a copy of them, but be accurate.
- Illustration** of any changes in grade that may affect other property owners.
- Documentation, diagrams, and samples** (where appropriate) of structural designs, exterior elevations, exterior materials, colors, textures and shapes, and lighting
- Signatures of adjoining neighbors** affected by any protrusion above six feet or incursion into setback where there is a shared property line. If there are no signatures, state why you feel they are unnecessary:

If your project extends into the PUE, have you discussed your project with the city of Round Rock and the utility providers. It is likely they will not consent to your project if your structure is in the PUE (Public Utility Easement). If your diagram shows you are in the PUE, we will want to know that you have received permission to proceed.

Desired start date: _____ Estimated completion date: _____

APPROVAL REQUESTED (check all that apply):

- Baseball Goal Fence Roof Replacement
- Irrigation System Deck/Patio Garage door replacement
- Swimming Pool Landscaping* Windows replacement
- Playscape Driveway Extension Other exterior replacements
- Tennis/Sport Court Driveway Replacement Driveway Replacement
- Other(describe):

Though the DCCRs refer to requesting permission for satellite dishes, Federal legislation since the creation of the Oak Bluff replaces the restrictions in the DCCRs. You are not required to request a variance. Also, you are not required to request a variance for certain energy saving devices such as solar power collectors on your roof.

*Review the xeriscaping guidelines on the website if requesting a variance for a drought tolerant lawn.

DESCRIPTION OF IMPROVEMENT (continue onto additional pages, if necessary):

Hint: Be sure you review your DCCRs before completing this section, or read the explanatory material provided by the HOA and posted on the website! It will save you time!

Signatures of affected neighbors demonstrating approval of the proposed project (if relevant). Obtain the signatures of all property members (including spouses or others who have purchased the property) affected by objects over the 6 foot fence line, incursion into setback lines, etc.

Neighbors 1, Address:

Neighbors 2, Address:

Neighbors 3, Address:

Neighbors 4, Address:

Submit your request to:

Oak Bluff Estates, Phase 2 Subdivision, Homeowners Association, Inc. c/o RealManage
9601 Amberglen Blvd. Ste. 150
Austin, TX 78729

FAX: 866-919-5696 (include all required material). EMAIL: OAKBLUFF@ciramail.com

NOTE – Inclusion of an e-mail address authorizes the Architectural Control Committee to use electronic mail for official responses on this request.

PROPERTY OWNERS SIGNATURES _____

