

# CAMBRIDGE HEIGHTS HOMEOWNERS ASSOCIATION

PO Box 92649

Austin, TX 78709

[stacy@camanagers.com](mailto:stacy@camanagers.com)

512-288-2376

## SUBMIT COMPLETED APPLICATIONS AND ACCOMPANYING DESIGNS TO:

Cambridge Heights Architectural Control  
c/o Community Association Management  
PO Box 92649  
Austin TX 78709

DATE: \_\_\_\_\_

## IF ALL DOCS ARE ELECTRONICALLY DELIVERABLE, EMAIL AS ATTACHMENTS TO:

[stacy@camanagers.com](mailto:stacy@camanagers.com)

*You will be notified of approval by email. If you do not have email, then approval will be sent via mail.*

*Please allow 30 days for the processing of this application. NOTE: Incomplete applications may be denied requiring re-submission. Fill in all sections that apply to your project; please be thorough.*

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Applicant Name: \_\_\_\_\_ Hm Ph: \_\_\_\_\_

Address: \_\_\_\_\_ Off Ph: \_\_\_\_\_

Email: \_\_\_\_\_ Cell Ph: \_\_\_\_\_

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### 1. Approval Requested *(Please check applicable modifications)*

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Shed or Outbuilding        | <input type="checkbox"/> Landscaping, Walkways  | <input type="checkbox"/> Fence Modification            |
| <input type="checkbox"/> Playscape/Play Equipment   | <input type="checkbox"/> Irrigation             | <input type="checkbox"/> Room/Garage Addition          |
| <input type="checkbox"/> Deck or Patio and/or Cover | <input type="checkbox"/> Pool/Spa/Water Feature | <input type="checkbox"/> Roof and Trim                 |
| <input type="checkbox"/> Solar Energy Device        | <input type="checkbox"/> Flag Display           | <input type="checkbox"/> Other <i>(Describe Below)</i> |

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### 2. Please Describe Project - Attached additional pages, if necessary

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Estimated Time to Complete/Timetable: \_\_\_\_\_

Contractor: \_\_\_\_\_ Off Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Cell: \_\_\_\_\_

Signature: \_\_\_\_\_

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**3. Provide plans and specifications to depict the work to be undertaken *(Submit all, as applicable)*:**

- ☐ A plot plan showing the lot boundaries, house location, driveway and sidewalk location, fence location, and all applicable building setbacks and easements.
- ☐ Outline of proposed modification on plot plan showing location of proposed modification (illustrating no modification within setbacks and easements) and distance of modifications from fences and improvements. Plot plan must show location of trees in the area of modification that may be affected by construction and proposed access location, if needed.
- ☐ Drawing, photo, and/or sketch of structural design, exterior elevations, and floor plan of modification with major dimensions.
- ☐ Description, photos, and/or and samples of exterior materials (framing, siding, roofing, masonry) to be used including colors and textures (paint/ stain) with verification that colors and textures will match to trim color of house. Description should include all accessories, attachments, and/or equipment to be installed.
- ☐ Details on aspects related to construction such as lot access, tree removal, heavy machinery use, construction timetable, and any special dispensation that may be required.
- ☐ Description of visibility of modification from street and neighboring lots. Photos of proposed location for the modification (including trees or other items that may be affected); photos of home showing brick, siding, trim, and shingle styles and colors; photos showing the visibility of the proposed modification location from streets and neighboring lots.
- ☐ All exterior illumination including location and method of illumination - No "wash over" of lighting to adjoining property or common areas is permitted.
- ☐ Existing and finished grades at lot corners and at corners of proposed improvements.
- ☐ Provision for drainage with cut and fill detail if change in lot contour is involved. Modifications should not adversely impact any neighboring property.