

**CYPRESS LAKE GARDENS PROPERTY OWNERS ASSOCIATION
REQUEST FOR VARIANCE**

Effective July 1, 2020, each Lot in CLGPOA requesting a variance for an existing residence, modification to existing residence and construction of a new residence or outbuilding will cost \$250 per Lot, plus \$50 for each additional variance sought per application. Any application that is missing information or inaccurate will be considered incomplete and will not be processed. (Please note that there is a 3% processing fee applied to the total application fee)

Due to the importance of adhering to our Declaration of Covenants, Conditions and Restrictions, and for the continuity of the community, variances are discouraged. However, when property owners believe they meet the requirements for a variance, they may complete and submit this form to the Cypress Lake Gardens POA with their fee, application and plans. The CLGPOA Board of Directors will review variance requests on a case by case basis. Any variance granted is unique and does not set any precedent for future decisions of the CLGPOA Board of Directors.

Date: _____

Homesite (Block: Lot:) Property Address: _____

Type of Variance: Set Back _____ Other: _____

Property Owner Name: _____

Mailing Address (if different than above): _____

Telephone: _____ Fax: _____

Email Address: _____

Describe the variance being requested with a short explanation why it will be needed:

(Attach additional pages if needed)

Property Owner Signature: _____

Agent for Owner Signature: _____

Note: Property owner or their agent must mail completed form to: Cypress Lake Gardens Property Owners Association, P.O.Box 422, Spring Branch , TX 78070, or email to clgpoa@gvtc.com.