

THE PENINSULA ON LAKE AUSTIN COMMON AREA COUNCIL OF OWNERS, INC.

**APPLICATION
FOR ARCHITECTURAL REVIEW**

General Policy:

In an effort to provide and protect each unit owner's rights, values and safety, it is a requirement of all owners considering improvements and/or changes to their unit, to submit an application for review and approval by the Architectural Control Committee (the "ACC") of The Peninsula on Lake Austin Common Area Council of Owners (the "Association"). This application and request will include details of all modifications and changes the owner is considering. It will be the sole duty and responsibility of the unit owner to pull any and all required permits and, upon completion, close all related permits out. If any modification or change is made that has not received the approval of the ACC or should the owner fail to close out the permit, the Association may; (1) assess a fine against the unit owner, (2) ask the owner to remove the modification in question, (3) hire someone to close out the permit and charge all costs to the owner, or (4) all of the above. Therefore, make sure you have included all pertinent details of your planned improvements with this application. Please carefully fill out all the information requested below.

Owner Contact Information:

Date: _____ Unit Number: _____
Name of Owner: _____
Mailing Address: _____
Address where Construction is to be performed: _____
Email: _____
Home Telephone: _____ Mobile: _____

General Contractor Information:

Name of Company: _____
Primary Contact: _____ Office: _____ Mobile: _____
Mailing Address: _____
Email: _____

Description of Work Planned: (attach additional pages if necessary)

Modifications to Walls, Structure, Slab or Roofs:

If you are planning to make any modification or change to interior, exterior or structural walls, decks/patios, stairs or balconies, sewer or drain lines, domestic water lines, or the roof, all such changes will be accompanied by detailed drawings from the owner, owner's architect or contractor. In addition, and in the sole discretion of the Committee, the owner will provide any and all certifications required from architects and/or engineers certifying the proposed changes. If the proposed changes impact an exterior wall, owner will provide a rendering/drawing showing the finished view of the wall in question.

Check List:

- Copy of Plans _____
- Copy of all Architectural/Engineering Reports _____
- Copy of Building Permit (s) _____
- Copy of Contractors Insurance Certificate _____
- Other _____

Acknowledgement:

I understand that the ACC will act as quickly as possible but has (30) days from the date of receipt to review the application. The Board will consider earlier action if construction/renovation is on a shorter time scale. If the ACC fails to respond to a complete request (all required information submitted), either negatively, affirmatively, or requesting any further information, within (30) days after the ACC’s actual receipt of the plans and specifications, the owner may submit a second request for processing of its original application. If the ACC fails to respond within (15) days after the actual receipt of the owner’s second request, the owner’s request is deemed approved.

I agree not to start any work detailed in this application until the ACC notifies me of their decision. I further agree to inform and ensure that my third-party contractor complies with all applicable rules of the Association and the contractor restrictions listed below:

1. Contractor may not park more than two (2) vehicles on the property at any time and may not block or restrict access to any other unit.
2. Contractor may not leave trailers parked on the property over-night.
3. Contractor shall be responsible for picking up all trash and construction debris from around the property on a daily basis. This shall include policing of nails, screws and fasteners which may cause tire damage to vehicles.
4. Contractor will not allow construction or other debris to enter the waterways.
5. Contractor may not place large roll-off type dumpsters on the property. Other arrangements should be made for debris removal.
6. Contractor may not place a porta-toilet on the common areas of the property without Board approval.
7. Contractor and its subcontractors shall refrain from playing loud music which can be heard outside the unit or eating lunch on the common area grounds without approval of the Board.
8. Contractor may not store building materials on the common grounds or in open view of any unit.

I agree to indemnify the ACC, the Association and its managing agent against any and all claims arising out of this work including any and all claims of the contractor, its sub-contractors or employees.

Owner’s Name: _____

Proposed Construction Start Date: _____

Owner’s Signature: _____

Proposed Completion Date: _____

RETURN TO: support@camanagers.com