



**THE OVERLOOK AT RIVER PLACE PROPERTY OWNERS' ASSOCIATION (POA)
ARCHITECTURAL CONTROL COMMITTEE COMPLIANCE SUBMITTAL FORM
REQUEST FOR PROPERTY MODIFICATION**

Last updated: November 18, 2022 to change CMA references to Inframark Infrastructure Management Services (IMS) (Inframark).

IMPORTANT NOTICE: *Before any work begins on any project, this Submittal Form must be completed in full and delivered, or sent via Email, along with all necessary/relevant documents to Inframark (see contact information below). The property owner also needs to give a completed copy of this Form to a member of The Overlook ACC. No work should begin on any project until both The Overlook Architectural Control Committee (ACC) and the River Place Architectural Compliance Committee (ACC) both approve the property modification request. Please write legibly.*

Association: **The Overlook at River Place Property Owners' Association (POA)**

*Owner's Name(s): _____

*Email: _____ *Phone: _____

*Property Address: _____

Legal Description: Lot#: _____ Block: Q Section: The Overlook at River Place

Estimated Project start date once all necessary approvals received: _____

Estimated Project completion date: _____

All submittals must include the following information and, if applicable, any additional information that will assist with the review process the owner feels appropriate: **Site plan or plat with improvement outlined or drawn in showing the proposed location on the lot (including in relation to other improvements), with all specifications noted, including materials to be used, color, size, dimension, square footage, elevation, fencing and easements.** If contractor/city permit requires a portable toilet facility, please locate such information on site plan or plat. Either The Overlook POA or the River Place Master Association may request further information to be submitted, in accordance with the governing documents. Either Association reserves the right to decline to review a submittal until all applicable materials for submittal are received.

PROJECT DESCRIPTION

<input type="checkbox"/> Storage/Shed/Outbuildings	<input type="checkbox"/> Patios/Decks/Covers	<input type="checkbox"/> Playgrounds
<input type="checkbox"/> Landscape Improvements	<input type="checkbox"/> Fences	<input type="checkbox"/> Pavers
<input type="checkbox"/> Exterior Home Painting	<input type="checkbox"/> Pools/Spas	<input type="checkbox"/> Iron Railings
<input type="checkbox"/> Front Doors	<input type="checkbox"/> Roofs	<input type="checkbox"/> Solar Panels
<input type="checkbox"/> Basketball Goals	<input type="checkbox"/> General Additions	<input type="checkbox"/> Walls
<input type="checkbox"/> Antennae/Satellite dishes	<input type="checkbox"/> Exterior Light Fixtures	<input type="checkbox"/> Garage Doors
<input type="checkbox"/> Trampolines	<input type="checkbox"/> Flagpoles	<input type="checkbox"/> Windows
<input type="checkbox"/> Other (Describe): _____		

Please submit all applicable information along with this form.

*Property Owner's Signature: _____ Date: _____

*Please note: This Form is being provided as a courtesy and as a general guideline for modification submittals. It is the owner's responsibility to verify specific requirements needed for the submission with the Association's, both the sub-Association (if any) and the River Place Master Association, governing documents (including covenants, conditions and restrictions, rules and regulations, architectural guidelines, and all other government documents) prior to submitting the request for review and approval. Copies of all governing documents are available from Inframark for a copy fee. By this form, neither the Association(s) nor Inframark makes any representations about the specific requirements of the governing documents. Submitting this Form is a part of the submittal process. Please reference the governing documents for details of the submittal requirements, including deadlines. The Association(s) will review, request, and render decisions based on the Association's governing documents. **No construction, installation or modification shall commence without written approval from the sub-Association, if any, and the River Place Master Association, except as expressly provided by the governing documents.** Failure to respond to a submittal within any time frame does not represent approval of this request unless otherwise expressly provided by the Association's governing documents.*

***Required Field: Failure to complete will result in delay of processing and may result in application being denied.**

Return to:

Inframark
14050 Summit Drive, Suite 103
Austin, Texas 78728
(512) 820-5297 (office)
www.inframarkims.com

FOR OFFICE USE ONLY:

Received From: _____
Date Received: _____
Name of Inframark Staff Reviewer: _____
Date Entered into SmartWeb: _____
Date Forwarded to The Overlook ACC: _____
Approved by The Overlook ACC? ____ Yes ____ No
Date Forwarded to RP ACC: _____
Approved by RP ACC? ____ Yes ____ No
Date of Owner Notification: _____