

For THACC Use Only
Date Received _____
Date Approved _____
Approved By _____
Date Denied _____
Comments:

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Submitted _____
Approved _____
Denied _____
Deferred _____

POINT VENTURE TOWNHOUSES
ARCHITECTURAL CONTROL COMMITTEE
APPLICATION FOR REVIEW AND APPROVAL

Deliver to:
Point Venture Townhouses Architectural Control Committee
c/o Point Venture Townhouses, Inc.
551 Venture Blvd. South
Point Venture, TX 78645
Phone: 512.267.1643
Fax: 512.267.1643
Email: office@pointventuretownhouses.org

1. **NAME: (Please Type or print):** _____
2. **HOME TELEPHONE:** _____
3. **WORK TELEPHONE:** _____
4. **E-MAIL ADDRESS:** _____
5. **ADDRESS OF PROPOSED CHANGE:** _____
6. **NAME OF ARCHITECT (IF APPLICABLE):** _____
7. **ESTIMATED STARTING DATE OF CONSTRUCTION:** _____
8. **ESTIMATED COMPLETION DATE:** _____

I ___ do ___ do not wish to attend the Architectural Control Committee meeting for review of the attached plans.

PLEASE READ THE FOLLOWING CAREFULLY

I-Description of Proposed Alterations

Describe briefly but completely the changes you propose in accordance with the requirements of the Reservations, Restrictions, and Covenants for Point Venture, the Governing Charter of the Point Venture Architectural Control Committee, and any additional rules and regulations adopted by the Architectural Control Committee or the Village of Point Venture. Certain fees may apply for permits required by the Village of Point Venture or other governmental agencies. Use additional sheets if necessary. Also submit with this application the following items, as appropriate: site plan, drawing to scale of proposed construction, color/material samples or description, landscape design or

lighting design. Please also provide the name(s) of all contractors, landscapers or other parties to be engaged to perform the work contemplated in this application. Also refer to Construction or Remodeling Requirements and Rules in section IV of this Application.

II-Required Exhibits and Supporting Documentation

The supporting documentation listed below must accompany this architectural review application, as applicable for the proposed change. An application submitted without all required submissions will be considered incomplete. In such case, the Architectural Control Committee's 30-day review period will not commence until all required submissions have been provided. In general, an applicant should provide all documents and exhibits required by Travis County for the proposed modifications.

- A. Paint or Stain Colors – Select your color preference by completing and signing the color matrix attached hereto.
- B. Finish Materials - A description and/or sample of all finish materials to be used for the exterior surface of proposed modifications must be provided. If a siding change is planned, Hardie 8 ¼ HZ 10 Lap Siding and trim is preferred.
- C. Site Plan, Survey or Plat Plan – If you are changing the footprint of your townhouse, a site plan, drawn to scale, showing the location and dimensions of the proposed modification, including orientation with respect to the property lines and adjacent dwellings must be provided for room expansions, decks, walls, major landscape changes which require approval, and structural additions to the townhouse.
- D. Photographs - The inclusion of photographs is appropriate for exterior lighting fixtures, decorative objects and similar cosmetic additions to the property.
- E. Other Exhibits - Other exhibits may be required in order to permit adequate evaluation of the proposed change. Homeowners are advised to seek guidance from the Architectural Control Committee prior to the submission of an application.
- F. Contractor Estimate or Proposal - Contractors and vendors that you may use for modifications generally provide an estimate or proposal for the work to be performed. In many instances, these documents contain a majority of the information required by the Architectural Review Application. It is recommended you attach these documents to the application. The Architectural Control Committee is not interested in the cost of your project. The cost may be obscured on any documents included.
- G. Building Permits – It is the owner’s responsibility to acquire all necessary building permits and to supply copies of such permits to the Townhouse ACC by delivering them to the Townhouse office before commencement of work. No work shall commence until all permits are secured.

III-Owner Agreement

- A. I have completed this application in good faith and it accurately represents the alteration I propose to make. I understand that approval of this application does not authorize me to violate any provisions of the restrictive covenants applicable to my property or of applicable law. I understand that any construction or modification undertaken before approval of this application is strictly at my own risk, and that I may be required to return the property to the former condition at my own expense if the application is disapproved wholly or in part.
- B. I understand that representatives of the Architectural Control Committee are permitted to enter upon my property at any reasonable time for the purpose of inspecting the area for the proposed project, the project in progress, or the completed project and that such entry does not constitute trespass.
- C. I understand that work must be commenced within 120 days after approval of this application. If construction is not commenced within such one hundred and twenty (120) day period and diligently prosecuted to completion thereafter, the owner will be required to resubmit such final plans and specifications to the Architectural Control Committee, and the Architectural Control Committee will have the authority to reevaluate such plans and specifications.
- D. I understand that I am authorized to construct only what has been approved. Any construction that deviates from the approved application is expressly prohibited.
- E. I understand that in addition to the approval by the Townhouse Architectural Control Committee, approval by the Village of Point Venture and the Point Venture Architectural Control Committee is required.
- F. I understand that the Townhouse ACC approval is for aesthetic changes only and that the Townhouse ACC makes no warranties as to the structural correctness or observance of property lines of my proposed changes.
- G. I understand that approval of any construction project by the Townhouse ACC is not authority to breach any adjoining property line or common property line regardless of any such error on building plans and specifications.

IV-Construction or Remodeling Requirements and Rules

These rules and requirements apply to any owner, contractor or sub-contractor that performs work on the exterior of the townhouses. It is the owner's responsibility to communicate the following to the contractor.

- A. No changes of any kind that modifies the approved documents shall be done without a re-submittal requesting the changes. Any changes made without the proper

approvals could result in removal of the unapproved work at the owners/contractors sole expense.

- B. The townhouse owner has the responsibility to determine if his/her contractor possesses the proper insurance and licensing to perform the work.
- C. Unless an emergency, the allowable work hours are 7:30-5:00 M-F and 8:30-5:00 on Saturday. No work is allowed on Sundays or holidays without prior approval.
- D. Construction staging area shall not exceed two parking spaces and must be left in the original condition after completion of the work.
- E. Construction debris shall be removed weekly. **Debris shall not be disposed of by placing it in townhouse trash or recycle cans or Village of Point Venture dumpsters. Failure to comply could result in a penalty.**
- F. Contractors will be held liable for damages to the adjacent structures, townhouses parking lots, drives and common areas.
- G. Providing access to the townhouse during construction is the responsibility of the owner.
- H. Exterior walls or shared columns of neighboring townhouses shall not be modified, remodeled, painted or any way changed without the express written consent of that owner. If applicable, attach that consent to this submittal.
- I. The Townhouse ACC makes no warranty as to the suitability of any existing or proposed townhouse structural elements to support the requested changes.

I have read the requirements included in this document and agree to the provisions.

Owner's signature: _____

Date: _____

Phone: _____

Fax: _____

Revised and Approved: January 19, 2013