

# TAVOLO *Park*

## Application Submission to Architectural Control Committee

**ALL APPLICATIONS REQUIRE A \$25 REVIEW FEE TO BE PAID PRIOR TO A DECISION BEING ISSUED TO OWNER. FEE CAN BE MAILED DIRECTLY TO MANAGEMENT OFFICE**

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

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: Mobile - \_\_\_\_\_ Home - \_\_\_\_\_

\_\_\_\_\_

Other - \_\_\_\_\_ Other - \_\_\_\_\_

\_\_\_\_\_

EMAIL: \_\_\_\_\_

### **Modifications Requested (please check as applicable):**

<b>Modification to:</b>	<b>(check if applicable)</b>		
New Construction			
Landscaping			
Pool			
Arbor/Patio			
Basketball Goal			
Fence/Retaining Wall			
Shed			
Other			

**Brief Description of modifications and work to be performed:**

**SPECIFICATIONS**

**Fencing: (Must include color sample)**

Height \_\_\_\_\_  
Length \_\_\_\_\_  
Material \_\_\_\_\_  
Stain finish Color \_\_\_\_\_

**Roof: (Must include color sample)**

Material \_\_\_\_\_  
Color \_\_\_\_\_  
Warranty \_\_\_\_\_

**Building Exterior:**

Material \_\_\_\_\_  
Color Scheme: \_\_\_\_\_  
Exterior Walls \_\_\_\_\_  
Trim \_\_\_\_\_  
Other \_\_\_\_\_

**Other Structures:**

Dimensions \_\_\_\_\_  
Siding Material / Color \_\_\_\_\_  
Roof Material / Color \_\_\_\_\_

**Playground/Recreational Equipment:**

Dimensions \_\_\_\_\_  
Color \_\_\_\_\_

**Patio Extension/Cover:**

Dimensions \_\_\_\_\_  
Color \_\_\_\_\_

**Arbor:**

Dimensions \_\_\_\_\_  
Finish Color \_\_\_\_\_  
Pole Material \_\_\_\_\_  
Roof Material \_\_\_\_\_

**Landscape Improvements:**

Tree Types \_\_\_\_\_  
Color \_\_\_\_\_  
Dimensions \_\_\_\_\_  
Retaining Walls/Planter Material \_\_\_\_\_

**A SURVEY MUST BE PROVIDED WITH A PROPOSED IMPROVEMENT  
INCLUDING SETBACKS**

**(Include diagram or schematic with Application Submission)**

**Contractor Information - Mandatory**

Contractor's Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Owner's Acknowledgements:**

I understand: (Please initial each)

1. \_\_\_\_\_ That all proposed improvements must meet city, state and local codes. My signature indicates that these standards are met. I understand that all required permit(s) are my responsibility.
2. \_\_\_\_\_ That any variation from the original application must be resubmitted for approval.
3. \_\_\_\_\_ That no work on this request shall commence until written approval has been received from the Architectural Control Committee or Board of Directors of Tavolo Park.
4. \_\_\_\_\_ That any construction or exterior alteration undertaken by me or in my behalf before approval of this application is not allowed; that if alterations are made, I may be required to return the property to its former condition at my own expense if this application is denied wholly or in part, and that I may be required to pay all legal expenses incurred.
5. \_\_\_\_\_ That any approval is contingent upon construction and alterations being completed in a workmanlike manner and pursuant to Tavolo Park regulations.
6. \_\_\_\_\_ That there are architectural requirements and restrictions for which homeowners and residents are responsible, pursuant to the declaration of covenants and regulations governing Tavolo Park.
7. \_\_\_\_\_ That nothing contained in this application submission or any approval or comment from Tavolo Park's Architectural Control Committee or Board of Directors shall be construed as a waiver or modification of any aforementioned requirements and restrictions governing Tavolo Park.

Neighbor Signatures are a common courtesy and ONLY indicates an awareness of your neighbors' intent to make the proposed change and does not constitute or indicate approval or disapproval by the Committee. A SIGNATURE IS ONLY REQUIRED IF THIS IMPROVEMENT CAN BE SEEN BY YOUR NEIGHBORS.

Neighbor Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Address: \_\_\_\_\_

Neighbor Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Address: \_\_\_\_\_

A complete set of working plans must be filed with this application submission (this should include plat plans, building floor plans, complete building elevations, dock, grading and improvement plans and specifications. Samples of roofing materials and exterior color samples must be submitted and approved before use. Additionally, landscape plans (including landscape and softscape) must be included with the final submittal.

\*Please return your complete application along with any plat plans, building floor plans, complete building evaluations, dock, grading and improvement plans, and specifications to:

Tavolo Park  
c/o SBB Community Management  
12801 N Central Expressway  
Suite 1401  
Dallas, TX 75243  
Phone: 972-960-2800  
Email: [manager@tavoloparkhoa.com](mailto:manager@tavoloparkhoa.com)

**NOTICE**

**\*\*UNTIL YOU RECEIVE A CONFIRMATION EMAIL FROM THE APPROPRIATE ASSOCIATION MANAGER, THIS APPLICATION WILL NOT BE CONSIDERED RECEIVED.**

**Name of Owner (s):**

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**Signature of Owner (s):**

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**Date of Application Submission:**

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