

**THE CLUB AT WELLS POINT**  
**RESIDENTIAL OWNERS ASSOCIATION, INC.**  
**ARCHITECTURAL COMMITTEE IMPROVEMENT APPLICATION**

Article 2, Section 2.18 of the Amended and Restated *Declaration of Covenants, Conditions and Restrictions* for *The Club at Wells Point* specifies that:

**“No Improvement may be placed, located, installed, constructed, removed, or materially altered upon or from any portion of the Property without the prior written approval of the Architectural Committee.”**

To assist in your compliance with this restriction, please complete the following form and submit it with your plans and specifications for the proposed Improvement.

Please note that **construction cannot begin prior to the approval** of your Application by the Architectural Committee. “The Owner must commence construction of the Development or activity shown in approved Plans and Specifications within ninety (90) days of the Architectural Committee’s approval thereof or such approval shall lapse. Upon written request of an Owner, the Architectural Committee shall grant up to two (2) thirty (30) day extensions of such approval,” as stated under Article 3, Section 3.4 (C) (ii).

The plans and specifications to be so submitted will not be considered complete without the following four (4) items unless waived in advance by the Committee:

**One (1) copy of each (Items 1 - 4):**

1. A plot plan/survey showing the location and dimensions (including elevation) of all existing and proposed Improvements.
2. Existing and finished grades shall be shown at Lot corners and at corners of proposed Improvements. Lot drainage provisions shall be indicated, as well as cut and fill details, if any appreciable change in the Lot contour is contemplated.
3. The structural design, exterior elevations, exterior materials, colors, textures and shapes of all Improvements shall be described, along with any diagrams or representations necessary to depict all proposed exterior illumination (including location and method), utility connections and fire protection systems. Attach: paint/stain color samples – brochures with pictures of project.
4. The name of the contractor(s) who will perform the work. If the work is to be performed by the property owner/resident, please so indicate.

**Also requested:**

- **Initials of residents on either side and to the rear of the Lot indicating that they have been notified of the proposed Improvement.**

**NAME:** \_\_\_\_\_ **E-MAIL ADDRESS:** \_\_\_\_\_

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

**DATE:** \_\_\_\_\_ **DAY PHONE NO:** \_\_\_\_\_ **EVENING PHONE NO:** \_\_\_\_\_

**APPROVAL REQUESTED FOR BUT NOT LIMITED TO (check all that apply):**

- FENCE    -FENCE STAIN    -SPRINKLER SYSTEM    -POOL    -POND    -FOUNTAIN  
-DECK/PATIO    -PATIO COVER    -ENCLOSED PATIO/SUNROOM    -OUTBUILDING/SHED  
-PLAYSCAPE    - FLOWER BED RETAINING WALLS    -PERMANENT BASKETBALL GOAL  
-NEW ROOF    -CHANGE OF EXTERIOR PAINT COLOR    -TRASH CAN SCREEN    -SIDEWALKS  
-EXTENSIVE CHANGE TO LANDSCAPING    -OUTDOOR LIGHTING/LAMPOST    -STATUARIES  
-FLAG POLE (FREE-STANDING)    -OTHER \_\_\_\_\_

**INITIALS OF RESIDENTS FROM ADJOINING LOTS: (FOR AWARENESS ONLY)**

\_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Address: \_\_\_\_\_

**DESCRIPTION OF IMPROVEMENT:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Who will work on this improvement?**   -Homeowner   -Contractor (List name and phone #)

\_\_\_\_\_

*I Hereby submit this Application for Architectural Committee approval for the herein described improvement(s) to my property located at The Club at Wells Point. I understand that Architectural Committee approval does not constitute approval of the local building department and that I may be required to obtain a building permit. I understand that all projects are subject to final inspection by the Architectural Committee. I understand that I must receive official approval of my request by the Architectural Committee prior to beginning construction.*

**HOMEOWNER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

<p><b>The Club at Wells Point Owners Association</b>  <b>Architectural Committee</b>  c/o PAMco  <b>PO Box 200145</b>  <b>Austin, TX 78720</b>  Fax: 512-918-8121 or email to:  <u><a href="mailto:office2@pamcotx.com">office2@pamcotx.com</a></u>  <i>Please allow 2-4 weeks for processing applications.</i>  <i>If you are not contacted within 5 working days from submittal, an email follow-up to the property manager is recommended.</i></p>	<p><b>Mail application to:</b></p>
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**For AC Use Only:**

Following a review of your submittal for approval, the AC:

- Approves the request as submitted.
- Approves the request with the following conditions:

\_\_\_\_\_  
\_\_\_\_\_

- Disapproves the request at this time because of the following variances from the DCCRs and guidelines established by the AC:

\_\_\_\_\_  
\_\_\_\_\_

Signed: \_\_\_\_\_

Date Received: \_\_\_\_\_

Date Approved: \_\_\_\_\_