

**ARCHITECTURAL CONTROL COMMITTEE
CIRCLE C HOMEOWNERS ASSOCIATION, INC.
SWIMMING POOL REVIEW FORM**

Thank you for submitting your swimming pool project to the Architectural Control Committee. According to the Declaration of Covenants, Conditions, and Restrictions, the ACC has **30 days** to complete the review. All correspondence is by email with the homeowner only. You will receive an email notification when your project is logged in to our system. You will receive a final approval via email.

Homeowner Name: _____

Homeowner Address: _____

Homeowner Email (*required*): _____

Swimming Pool Fee Required: \$100.00

There is no access allowed from any CCHOA owned or managed areas including common area landscaped areas, greenbelts, drainage areas or any areas or easements adjacent to your property owned or managed by the CCHOA.

Materials Required For Submission:

1. Plot Plan/Survey of your lot showing all setbacks, easements, and locations of any hardscape (house, driveway, sidewalks, fences, patios, etc.).
2. Contractor drawing and description of swimming pool showing locations, measurements of pool, decking, spas, equipment, and any other relevant details. **Contractor drawing must show all elevations of the pool that are above ground, clearly labeled with height above ground level.**
3. Plot Plan must show Construction Access Plan

Pool must be an **in-ground pool with over 90% of the shell located below or at ground level**. Areas such as spas may be up to 18" above ground level.

Please answer and verify the following with your initials:

_____ Access will be from my lot only and I do not plan to use the land of others (including neighbors, greenbelts, common areas or any pieces of land that I do not own. **OR**

_____ Access will include using part of my neighbor's land and I have enclosed written permission from my neighbor.

_____ I will not be taking out any protected trees (trees that measure 19" caliper (across) at a four foot height up the trunk; Protected Trees require a City of Austin Permit for removal and permission from the ACC.) **OR**

_____ I will be taking out the following trees (type and size):

My pool contractor is _____

_____ I am applying for a City of Austin Swimming Pool Permit and would be able to produce a copy of it to the ACC if requested.

_____ I plan to begin my pool the week of _____ and will finish it within 90 days.

_____ My pool is an in-ground pool according to the above specifications.

_____ My pool does not come out of the ground more than 18" at any point. **OR**

_____ **My pool comes out of the ground more than 18" and all heights are clearly noted on the plan.**

Please submit any questions to acc@circlecranch.info