

**TAHOE TYROL HOMES ASSOCIATION
HOMEOWNER'S APPLICATION FOR APPROVAL OF PROPOSED ARCHITECTURAL CHANGE**

Prior to submitting this application, Owner should read all requirements outlined in Article 9 of the Tahoe Tyrol Homes Association's Second Restated Declaration of Covenants, Conditions and Restrictions (CC&Rs) pages 24-30.

Step 1. Fill out this section completely (please print):

Tahoe Tyrol Property Address:	Lot No:	APN:
Owner's Name and Mailing Address:	Daytime Telephone:	Cell Phone:
	Email:	FAX:
Brief description of proposed change:		
<p><i>If the proposal involves any structural or ornamental design change, attach a Concept Drawing...it does not need to be prepared by an architect but must be clear and include key dimensions. If the proposal is strictly limited to an exterior color change, replacement of roofing materials, repair of existing decking, railings or stairs, or driveway replacement, attach the appropriate request form. These are available at www.tahoetyrol.org and from any Architectural Control Committee member, or by contacting Management at the address shown below.</i></p>		
Owner's Signature:		Date Signed:

Step 2. Submit to TTHA, c/o Frei Real Estate Services, Inc., 8340 Auburn Blvd., Suite 100, Citrus Heights, CA 95610-0363. Please note that the Association has 15 days from date received to complete its initial review of this application.

INITIAL REVIEW BY ARCHITECTURAL CONTROL COMMITTEE

- The ACC reviewed the description and attachments and has determined that the proposal as submitted MEETS [] DOES NOT MEET [] the Association's architectural design standards pursuant to Article 9 of the CC&Rs.
- If the proposal is determined to MEET the standards, Owner is instructed to proceed to **Step 3**.
- If the proposed change is found to NOT MEET the standards, the application will be returned.
- If returned, the reason is explained below. Such determination may be appealed in writing to the Board of Directors.

Comments: _____

Signed by: _____, ACC Chairperson Date Signed: _____

For further information and assistance, please contact: _____ at: _____

IMPORTANT: For all new construction and most reconstruction or major repair a building permit is required unless waived by the City of South Lake Tahoe. Detailed plan check guidelines and advice are available from the City of South Lake Tahoe Public Services Department, 1900 Lake Tahoe Blvd., South Lake Tahoe, CA 96150 (530) 542-6010 or the city's website: <http://www.ci.south-lake-tahoe.ca.us/>. Tahoe Regional Planning Agency (TRPA) guidelines and advice are available from their offices at 308 Dorla Court, Zephyr Cove, NV 89448 (775) 588-4547 and by viewing the TRPA website: <http://www.trpa.org/>.

Step 3:

- If NO building permit is required, attach explanation and proceed to **Step 4**.
- If a building permit will be required, resubmit to the address shown in **Step 2**, five (5) sets of plans that have been drafted to meet City and TRPA requirements. **DO NOT SUBMIT FOR PERMIT PROCESSING UNTIL APPROVED AND STAMPED BY THE ACC.** Please note that the Association has 30 days from the date of receipt to approve the drafts.

IF APPROVAL OF THE DRAFT PLANS IS GRANTED, THE ACC WILL OFFICIALLY STAMP EACH PAGE OF FOUR (4) SETS AND RETURN THEM TO THE OWNER FOR PERMIT PROCESSING THROUGH TRPA AND/OR THE CITY OF SOUTH LAKE TAHOE BUILDING DEPARTMENT. NOTE: During the course of permit processing, if any change is made to the ACC approved plan drafts, they must be resubmitted to the committee for re-review and new stamping.

Step 4:

- As soon as possible after any building permit is issued, Owner must submit to the ACC: 1) one complete set of plans stamped as approved by the City of South Lake Tahoe and 2) a copy of the actual building permit.
- Whether or not a building permit is required, Owner must provide the following information in writing to the ACC before work commences: 1) who will be performing the work (attach the contractor's business card and proof of insurance), 2) date work is scheduled to commence _____ and 3) estimated date of completion. _____.
- NO WORK SHALL COMMENCE UNTIL 30 DAYS FOLLOWING THE ACC'S RECEIPT OF THIS INFORMATION.**
- WORK MUST COMMENCE WITHIN 90 DAYS THEREAFTER.**
- WORK MUST BE COMPLETED WITHIN ONE YEAR AFTER IT IS STARTED.**

PROJECT MONITORING AND FINAL REVIEW BY TAHOE TYROL

Conformity to plan will be monitored throughout the project. If any significant deviation from the approved plan is found, a Stop Order will be issued by the ACC until the matter is resolved. Final signoff by the Building Inspector may be conditioned upon the ACC's final approval of the completed project. The signature below indicates that the project is certified by the Tahoe Tyrol Homes Association to be in full compliance with its governing documents and satisfactorily completed.

Final Review completed by: _____, ACC Chairperson Date Signed: _____