

## Maintenance/Repair Permit Application – Form 7

This permit is required for all outside maintenance or repair activity such as painting, re-roofing, siding or wood replacement in like kind; same color, same material, same footprint.

Any work involving change in structure footprint or change in color or material requires a small or large project permit application. Please refer to the Construction Information Manual.

There is no plan review fee for this permit. A truck fee of \$35.00 is charged for any deliveries to your property in larger than a pickup truck with a trailer. The delivery vehicle is required to leave a delivery ticket with the gate indicating the weight of the load being delivered. Property Owner will be invoiced by the POA office via these tickets. All loads more than 19,000 lbs. will not be allowed access and turned around at the gate. See Construction Information Manual 8.3 – Load Limits.

Issuance of this permit will place the activity on the Architecture Control Committee (ACC) project list utilized by the gate to allow any delivery trucks or workers to have access to your property.

To obtain a permit, complete this form and submit to the Community Manager via email at [capepoa@eastex.net](mailto:capepoa@eastex.net) or to #6 Sales Drive, Coldspring, TX 77331. Permits are normally processed within two full business days.

Property Owner Name: \_\_\_\_\_

Cape 911 Address: \_\_\_\_\_

Property Owner Phone: \_\_\_\_\_

Legal Description – Section/Block/Lot: \_\_\_\_\_

Contractor: \_\_\_\_\_ Contractor Phone: \_\_\_\_\_

Project Start Date: \_\_\_\_\_ Project Completion Date: \_\_\_\_\_

Detail Description of Work: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I understand this permit must be posted at my job site and is only for maintenance repair work to be completed in compliance with deed restrictions and policies stated in the Construction Information Manual (CIM).

Property Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_