



Circle D Civic Association

111 N. Hasler Blvd, Rm 214, Bastrop, TX 78602-3984 • PO Box 852, Bastrop, TX 78602-0852
512.321.5272 • contactus@circledbastroptx.org • www.circledbastroptx.org

Improvement Application

Application to be completed by the Property Owner.

Property Legal Description: Section _____ Lot # _____ Lot Size (acres) _____

Property 911 Address: _____

Owner:

Print Name _____

Phone _____

Address _____

Email _____

Builder:

Print Name _____

Phone _____

Address _____

Email _____

Estimated Start Date: _____ Estimated Completion Date: _____

Check all that apply, provide a written description in the space below, and include any required County Permits:

- ☐ Workshop _____ sq.ft. ☐ Garage _____ sq.ft. ☐ Patio Porch _____ sq.ft.
☐ Shed _____ sq.ft. ☐ In-Ground Pool _____ sq.ft. ☐ Barn _____ sq.ft.
☐ Other Permanent Structure (identify) _____ Size _____ sq.ft.

Description (material, color, etc.): _____

- ☐ Concrete to be used in construction of improvement (which requires an on-site ACC Form Board Review and approval prior to pouring concrete. Please contact the ACC when form boards are in place.)

Attention: Do not pour concrete until you have received approval from the ACC of their Form Board Review.

- ☐ Fence _____ ln.ft. Type & Materials _____ ☐ Above-Ground Pool _____ sq.ft.
☐ Deck Porch _____ sq.ft. ☐ Solar Panels. ☐ Other (identify) _____
☐ Tree Removal _____ Reason _____

By my signature below, I acknowledge that I understand the *Improvement Application* requirements.

Owner's Name (Printed) _____

Owner's Signature _____

Date _____

Expiration of Permit: 6 months from date of issuance.

Improvement Application Fee:

- <\$500.00 - N/C
- \$501.00 - \$1500.00 - \$25.00
- \$1501.00 - \$5000.00 - \$50.00
- \$5001.00 - \$10,000.00 - \$100.00
- >\$10,000 - \$250.00

Estimated Cost of Improvement: \$ _____

Note: The Improvement Application Fee will be added to the member's PayHOA account on receipt of the application.

See next page for County Permit Requirements, Application Checklist, and Special Situations.

Improvement Application (continued)

Bastrop County Development Services requirements apply in the unincorporated areas of Bastrop County for the construction of certain improvements. It is the owner's and builder's responsibility to comply with these requirements which can be found on the Bastrop County website <https://www.co.bastrop.tx.us/page/ds.home#gsc.tab=0>.

The Circle D Civic Association Architectural Control Committee (ACC) has not performed a technical building code review and will not perform any technical code inspections.

Property Owners are responsible for all activities on their properties:

- A. I am bound by all rules and regulations relating to development in Circle D Civic Association including:
 1. The Reservations and Restrictions and By-Laws of Circle D Civic Association.
 2. Bastrop County Development requirements.
 3. State of Texas Requirements for Development or Remodeling in Unincorporated areas.
- B. If applicable: Obtain Form Board Review inspection approval from the ACC after batter boards are in place and before concrete is poured.
- C. Upon completion of construction all trash, brush and debris must be removed from site.
- D. Construction is completed by expiration of permit 6 months from date of issuance.

Required documents to be submitted to the Circle D Civic Association (CDCA) Architectural Control Committee (ACC) for plan review and approval:

- A. General Requirements:
 1. The Application must be completed, signed and submitted.
 2. Applicable fees (see Construction and Miscellaneous Fees)
- B. Site Plan Requirements:
 1. Site plan with location of improvements including measurements for each structure and distances to property lines on all sides
 2. Drawn to scale.
- C. Only single-family residential dwellings and appurtenances ordinary to rural residential living shall be permitted. Therefore, a single-family residential dwelling, of a minimum size as described next, must be constructed prior to or in conjunction with any appurtenances. A minimum of 900 sq. ft. (1,000 sq. ft. in Section 9) of heated/AC residential living space is required.
- D. Structures or appurtenances (except perimeter fences) cannot be located closer to a lot line than the required setbacks specified in each individual section's restrictions. The setback requirements for all sections are summarized in a single document on the ACC page of the CDCA website.

Special Situations:

- Large outbuildings generally must be further back on the lot than the front of the house for architectural appearance.
- A shipping container may be approved as a storage unit provided it is painted a color that is in harmony with the house and other buildings.
- Fences (Also see the Security & Fencing Policy):
 - Privacy fences are only allowed from the front corners of the house and back on the lot.
 - Field fences around the perimeter of vacant lots are allowed prior to home construction.
- When an aerial easement will be encroached, a waiver may be requested from: Bluebonnet Electric Cooperative Inc. This process is usually handled very quickly.
- With a swimming pool application (including above ground), owners should consider including plans for any fences and gates that address liability and insurance issues related to installing a swimming pool.
- The ACC is authorized to approve variance requests. See the Variance Procedures document on the website. The procedures provide for an appeal to the CDCA Board if the request is denied by the ACC.