

EXTERIOR MODIFICATION SUBMISSION DOCUMENTS

With each request, please submit the following specified documents as listed below. To avoid the re-application process, provide as much detail as possible with your application and if your schedule permits, please plan to attend the posted Architectural Committee meeting.

Other requests may require additional information and/or supporting documentation as well. Any questions should be directed to the Community Management Company via email at Manager@TLBHOA.org.

Decks/Additions/Patios/Gazebos/Pergolas:

- Copy of the proposal by the installer (pricing may be removed)
- Copy of the lot survey showing proposed location and size
- List of materials and colors (samples may be required)

Fences:

- Copy of the lot survey showing location of fence and gates
- Clearly identify the Fence type (wood/vinyl/metal)
- Fence style and finish color
- Fence height and post finial type
- Copy of proposal by the installer (if applicable & pricing may be removed)

Fire Pits and Barbeques:

- Copy of the lot survey showing location of pit
- List of material types, colors and styles
- Copy of the proposal by the installer (if applicable & pricing may be removed)

Gutters:

- Copy of the proposal by the installer showing location, type and color (*pricing may be removed*)
- Drawing showing gutter and downspout placement

Hurricane Shutters:

- Copy of the proposal by the installer (pricing may be removed)
- Specifications / pictures of proposed shutters

Landscape and Path Lighting:

- Copy of the lot survey showing location of proposed lighting
- Specification of proposed lighting
- Copy of the proposal by the installer (if applicable & pricing may be removed)

Landscape Ponds and Fountains:

- Copy of the lot survey showing location of proposed pond and/or fountain
- Specifications/sketch of proposed pond
- Specification of proposed fountain
- Copy of the proposal by the installer (if applicable & pricing may be removed)

Landscaping/Curbing/Walls:

- Copy of the lot survey with locations shown
- Copy of the proposal by the installer (if applicable & pricing may be removed)
- Plan showing location, type and proposed changes and materials

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Paint or Repainting

- See Architectural Request Form – Paint Color 2026 located at tlbhoa.org/paint-book

Play Equipment:

- Copy of the lot survey showing proposed location
- Specification of proposed equipment including size, type and material

Pool / Screen Enclosure:

- Copy of the lot survey w/sketch of location
- Copy of the proposal by the installer (pricing may be removed)
- Site plan showing size and location
- Copy of the approved permit
- Screen Enclosure Color _____

Power Generator:

- Copy of lot survey showing exact generator placement
- Specifications on type and size of unit
- Must be buried*

Roof Replacement/Shingles:

- Copy of the proposal by the installer (pricing may be removed)
- Shingle Type: _____
- Manufacture: _____
- Color: _____

Satellite Dish:

- Copy of the proposal by the installer (pricing may be removed)
- Copy of lot survey showing exact dish placement on house