

**HIDDEN SHORES POA**  
**IMPROVEMENT REQUEST FORM**  
P.O. Box 200145; Austin, Texas 78720  
HIDDENSHORESATLAKECISCOTX.COM

**APPLICATION DATE:** \_\_\_\_\_

The Declaration of Covenants, Conditions and Restrictions governs new structures, buildings, etc. in the subdivision. Article IV Architectural Control Committee, section 4.01 Basic Control & Applications:

*"No Improvements of any character shall be erected or placed, or the erection or placing thereof commenced, or changes made to the exterior design or appearance of any Improvement, without first obtaining the Architectural Control Committee's approval."*

**REQUIRED FOR APPROVAL:**

- Applicable fees/deposits (\$250 fee for construction of a building and \$1,000 deposit/ \$125 for construction of a boat dock)**
- The Improvement Request Form**
- Complete and detailed building plans, materials listing and specifications.**
- A property site or plot plan showing the location of proposed improvement.**

PLEASE PRINT THE FOLLOWING INFORMATION:

Homeowners Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Briefly describe the improvement which you proposed **and provide the dimensions:**

\_\_\_\_\_

\_\_\_\_\_

When will construction start: \_\_\_\_\_ When will it be completed: \_\_\_\_\_

Who will perform the actual work? (Please provide name, address, telephone & copies of contract and permits)

\_\_\_\_\_

**\*\* NOTE: YOU ARE RESPONSIBLE FOR ALL PERMITS AND ADHERANCE TO ALL MUNICIPALITY CODES AND SET BACKS \*\***

**Location of improvement (check actual areas that apply):**

Front of Dwelling     Back of Dwelling/Garage     Side of Dwelling     Roof of Dwelling     Patio

Other \_\_\_\_\_

**Material(s) to be used for the improvement (check all applicable items):**

Brick: describe color \_\_\_\_\_     Wood: describe color \_\_\_\_\_

Siding: describe color \_\_\_\_\_     Paint: describe color \_\_\_\_\_

Cement/Concrete     Stucco     Electric     Glass     Stain     Other \_\_\_\_\_

*I agree not to begin property improvement(s) without written approval from the Architectural Control Committee. I understand that all construction will meet city ordinances and codes, and that I might be required to seek permits in addition to this form; Architectural Control Committee approvals do not override city codes and ordinances, but rather are intended to work with them.*

**Homeowner Signature:** ✕ \_\_\_\_\_

Return this completed form and attachments by uploading it to the website HIDDENSHORESATLAKECISCOTX.COM. If you have questions, please contact us at via the website.

**ARC USE ONLY - DO NOT WRITE HERE**

**Approve**

**Deny**

**Comments**

COMMENTS (Conditional Approval, reason for denial; Cite CCRs) \_\_\_\_\_

Date: \_\_\_\_\_

ACC CHAIRPERSON SIGNATURE: \_\_\_\_\_ PRINTED NAME: \_\_\_\_\_