



Submittal Date:	Lot #:	Property Owner Name:
Phone #:	Email:	

Address of Proposed Improvements:

Address of Property Owner (leave blank to indicate same as above):

Check one or more of the following, as applicable:

<input type="checkbox"/> Initial Submission	<input type="checkbox"/> Request for 90 day extension
<input type="checkbox"/> New Construction	<input type="checkbox"/> Resubmission
<input type="checkbox"/> Fencing, Walls, Screening	<input type="checkbox"/> Roof Replacement
<input type="checkbox"/> Storage Building	<input type="checkbox"/> Swimming Pool, Spa, Hot Tub
<input type="checkbox"/> Play Equipment / Swing Sets	<input type="checkbox"/> Deck, Gazebo
<input type="checkbox"/> Concrete or Asphalt Work	<input type="checkbox"/> Other (explain in space below)
<input type="checkbox"/> Patio, Patio Cover	

Description of Improvement (if not listed above):

Project will be done by: <input type="checkbox"/> Property Owner <input type="checkbox"/> Contractor	Planned Start Date: Planned Completion Date:	Notes:
Name & Contact Info for Contractor:	Temporary structure to be utilized by Contractor? <input type="checkbox"/> YES <input type="checkbox"/> NO If YES, note location on Site Plan.	Notes:

**High River Ranch POA
Architectural Review Committee
Proposed Improvement Submittal Instructions**

NEW STRUCTURE REQUIREMENTS:

Examples of projects that fall into the New Structure category:

- ✓ Primary Residence
- ✓ Guest House
- ✓ Workshop
- ✓ Detached Garage
- ✓ Barn

In order to avoid ARC review delays, please submit the following documents and information applicable to your project:

- Purpose of new construction (see examples above)
- Number of proposed new buildings, with dimensions and total square footage for each
- Number of stories for each building

Architectural Plans and Elevations

- Site Plan Drawing to include:
 - Location of new or existing house or building, property lines, driveway, walkways, courtyards, parking area.
 - Fencing and gate plans, including type of material, size and location on lot.
 - Drainage plan in accordance with DCCR sections 4.27 and 4.28.
 - Water well and septic plans must be submitted to Williamson County and conform to all governmental regulations, permits and easement restrictions.
 - Location and dimensions of well head and pressure tank as well as type of screening to be used, per DCCR requirements.
 - If applicable, location of pump house with elevation and material call-outs.
- Site plan to include any existing conditions, i.e., property lines, building lines, easements, etc.
- Floor plan(s)
- Roof plan noting the type of materials per DCCR requirements.
- Exterior elevations
 - Front, side and rear (with material call-outs)
 - Include any special features—e.g., awnings, patio covers, etc.
- Location of HVAC equipment and propane gas holding tank (if applicable) must be shown on site plan with locations and type of screening clearly indicated.
- Note: Refer to Paragraph 4.26 of DCCRs prior to clearing lot.

NOTE: Please refer to the associated document available on our website entitled “6 Steps to a Successful ARC Submission” for help completing this form. Please refer to the DCCRs for required completion timeframes for all improvements, specifically Sections 4.17 and 8.09. Residences may not be inhabited until all exterior and interior construction is complete. Hours of construction are 7 am – 5 pm Monday through Saturday. Please be considerate of your neighbors. Applicant is responsible for ensuring construction area is free of trash and debris. No on-site burning of construction materials is allowed. Portable outdoor toilets are required during the construction period.

OTHER PROPOSED IMPROVEMENTS REQUIREMENTS:

A partial list of projects that fall into the Other Improvements category:

- | | |
|-------------------------------|------------------------------------|
| ✓ Decks, Gazebos | ✓ Swimming Pools, Spas, Hot Tubs |
| ✓ Patios, Patio Covers | ✓ Storage Buildings |
| ✓ Fences, Walls, Screening | ✓ Water Features (fountains, etc.) |
| ✓ Roof Replacement | ✓ Concrete or Asphalt Work |
| ✓ Play Equipment / Swing Sets | ✓ Other |

In order to avoid ARC review delays, please submit the following documents and information applicable to your project(s):

- Site Drawing indicating location of proposed improvement(s), property lines, building lines and easements
- List of improvement dimensions, materials, finishes. Drawings, catalog cuts, and/or photographs of a similar improvement could be beneficial and may expedite the approval process.
- Hardscape details including paving, raised planters, water features, fences, walls, etc.

NOTE: Per the DCCRs, all other improvements (see examples above) must be substantially completed, including cleanup, within ninety days from start of construction.

For All Submissions: Upon receipt by the Architectural Review Committee of all required documents and any additional information requested for the proposed improvements in this application, the ARC will have twenty-one (21) days in which to review the submission. The applicant(s) will be notified of the decision by the ARC as provided in this application. All submitted drawings, plans, etc. will be retained by the ARC.

Note: Although completion of this application typically provides all required information to conduct a review, it is impossible to describe every potential improvement request, therefore additional information, from time to time, may be required. Upon receipt of all requested information, the ARC will have twenty-one (21) days in which to review the submission.

We hereby acknowledge that we have read and understand the current "Declaration of Covenants, Conditions and Restrictions" (DCCRs) for High River Ranch Property Owners Association. We understand that if this Architectural Review Application is approved, (a) we must comply with all applicable building codes, requirements, etc. in the construction of our improvements; and (b) construction may not start until written approval from the ARC is received by email and/or hard copy. We further understand and agree that approval of this request may be withdrawn if the improvement; (a) is not constructed exactly as it has been approved or (b) is not located in the location approved. We also understand that while construction is being completed, all construction debris, trash, and dust must be properly addressed to minimize its effect on adjacent property and roadways within the HRR subdivision. Excessive mud, dirt, and debris left by construction vehicles will be cleaned up at the end of the day in which the debris was deposited on the roadways. Furthermore, it is understood that any damage to adjacent properties or roadways owned by the association will be repaired, at the applicants' expense, promptly upon request from the HRR POA.

By signing below, the Property Owners agree and acknowledge the conditions of submission and approvals for construction as stated above (all Property Owners' printed names and signatures are required):

Property Owner's Printed Name

Property Owner's Printed Name

Property Owner's Signature

Property Owner's Signature

Date

Date

SPACE BELOW TO BE COMPLETED BY ARC REP:

Project: _____

Date Submitted: _____

PROPERTY OWNER NAME: _____

PROJECT: _____

DATE RECEIVED BY THE ARCHITECTURAL REVIEW COMMITTEE: _____

ACTION TAKEN BY THE HIGH RIVER RANCH ARCHITECTURAL REVIEW COMMITTEE (for ARC use only)

Approved as Submitted

Comments:

Conditional Approval

Comments:

Deferred (additional information requested)

Comments:

Denied

Comments:

ARC Representative Signature

Date

ARC Representative Printed Name