
**HUNTER BROOK HOMEOWNERS ASSOCIATION
ARCHITECTURAL CONTROL COMMITTEE
APPROVAL APPLICATION**

Per the Hunter Brook Covenants, Conditions and Restrictions (C.C. & R's), all homeowners are required to submit an Architectural Control Committee (ACC) Approval form, either by certified mail or personal delivery to the Architectural Control Committee prior to the approval of any changes made to the exterior of their home and property. It is further stressed that work MAY NOT commence until you have received written approval from the ACC. This request is reviewed by the Architectural Control Committee to ensure compliance with covenants, conditions, restrictions, and to protect neighboring homeowners. If any change is made that has not been approved, the Committee has the right to ask the homeowner to remove the improvement and/or change from the property per Article 7 of the C.C. & R's.

Please make certain to include the ACC request form, drawings, plans and any additional necessary paperwork, for proper review of your project. Failure to do so will result in documents being returned to you, unapproved, until the proper documents are supplied. Keep in mind that the Architectural Control Committee submittals are required to be processed in accordance with the C.C. & R's and all work must be in compliance with the requirements as defined in the C.C. & R's. Homeowner or Contractor is responsible for obtaining permits required from the City of Round Rock/Austin prior to construction and all work is subject to applicable building code restrictions/requirements. The Hunter Brook HOA does not, in any way, assume responsibility for compliance with any or all governmental laws, regulations, or code ordinances.

Homeowner agrees to and will indemnify and hold harmless the Association, its Officers, Directors, Members and Agents, from and against any and all liability of every kind, including all expenses of litigation, court costs and attorney's fees, for injury to or death of any person, or for damage to any property, arising out of or in connection with the above referenced ACC request, including where such injuries, death, or damages are caused by the associations, sole negligence or the joint or concurrent negligence of the association and any other person or entity.

Thank you for your interest in keeping the Hunter Brook neighborhood looking its very best.

Hunter Brook Homeowners Association
Architectural Control Committee
P.O. Box 2216
Round Rock, Texas 78680

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ARCHITECTURAL CONTROL COMMITTEE
APPROVAL APPLICATION**

Date: ____/____/20____

Homeowner(s): _____

Address: _____ Addition: _____

Telephone Number: Home: _____ Cell/Office: _____

Proposed Start Date: ____/____/20____ Completion Date: ____/____/20____

Please attach the following:

1. Description of improvements: Please attach all proposed improvements to this ACC application form.
2. Complete dimensions of all proposed improvements.
3. A complete description of materials and color schemes. This list is to include types of materials (cement, stone, brick, wood, etc.) as well as the surface finish and color of paint.
4. All drawings need to include the proper elevations. These are to include footings for walls, patio-cover support footings, and side and front views showing complete construction detail.
5. Any other vital information that justifies your reasoning that the project should be approved.

Your attention to these details will expedite the processing of your application and will assist the Architectural Control Committee in rendering decisions that will maintain the charm and esthetics of Hunter Brook.

Signature of Homeowner: _____

Signature of ACC Member: _____

Reviewed by: _____

Accepted _____ Rejected _____ Accepted with Conditions _____ Modifications required _____

Reasons for rejection/modifications or conditions:

ACC PROJECT APPROVAL REQUEST APPLICATION

NOTES:

- 1. Once approved, construction must be performed in a way that does not unreasonably disturb or interfere with the effected neighbor.**
- 2. Applicants have the responsibility for removal of debris resulting from construction in a timely manner.**
- 3. All construction must meet all applicable zoning, building codes and laws of the Williamson County. Further, nothing contained herein shall be construed as a waiver or modification of any such law, rule or code.**
- 4. Where applicable, existing utilities are to be marked before any excavation is started. This is required by law and the service is provided free of charge by agencies involved.**

REMEMBER!! – “CALL BEFORE YOU DIG” (DIAL - 811) AT LEAST 48 HOURS BEFORE YOU DIG TO LOCATE AND MARK BURIED TELEPHONE, ELECTRIC, GAS, WATER AND SEWER LINES. PLEASE NOTE THERE IS A FINE IF UNDERGROUND CABLES OR CONDUITS ARE DAMAGED.