



**HIGH
GABRIEL**
ESTATES

**Property Owners' Association, Inc.
Architectural Control Committee (ACC)**

Building / Remodeling Request Form

In accordance with the recorded deed restrictions of each section of High Gabriel Estates* and in order to protect each individual owner's rights and values, any owner who is considering an improvement of his/her deeded property is required to submit the following information to the ACC prior to initiating work on the planned improvements. The High Gabriel Estates Deed Restrictions are available at highgabrielwsc.com/poa

- 1) A completed Building / Remodeling Request Form
 - 2) Complete and detailed building plans, listing materials and specifications
 - 3) A property site plan / survey showing the location of the proposed improvement
- **FAILURE TO SUBMIT THE REQUIRED INFORMATION (items 1, 2, & 3 above) PRIOR TO CONSTRUCTION MAY RESULT IN DELAY AND / OR DENIAL OF YOUR REQUEST**

Please provide the following information:

Property Owner Name: _____

Property Owner Address: _____

Legal Property ID (ex. R035000) (West 1, Lot 1) _____

Email Address: _____

Home Phone: _____ Other Phone: _____

Construction Start Date: _____ Construction End Date: _____

Briefly describe the proposed improvements (if deed restriction* variance is requested, explanation is needed):

Attach additional pages as necessary or explanation of deed restriction* variance being requested

I understand that the ACC Chairman will respond to this request, in writing/email, to acknowledge receipt of this application and supporting documentation within 15 days. If further information is needed, the property owner will be notified, and the processing time will reset. The ACC will notify the property owner within 30 days of the approval/denial. I agree not to begin property improvements without written approval from the ACC. I further understand that all construction will comply with local building codes, and that ACC approvals do not override building codes, but rather, are intended to work with them.

Property Owner Signature: _____ Date: _____

Return this form to hgepoa.acc@gmail.com or U.S. Mail: HGEPOA, PO Box 1309 Leander, TX 78641