

**Hidden Cove Owners Association  
Building Plan / Property Improvement Application**

Submit HCOA Application 30 days prior to filing with Summit County. If application is for new home construction a maintenance deposit of \$4000.00 is also due to HCOA Board of Trustees prior to commencement of construction.

Property Owner(s): \_\_\_\_\_

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

Property Address (if different): \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

General Contractor: \_\_\_\_\_

License #: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Lender Name: (if financing): \_\_\_\_\_

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

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

**1. Total Square Foot of dwelling, exterior addition, garage, or other structure proposed:**

Main: \_\_\_\_\_ Upper: \_\_\_\_\_ Lower: \_\_\_\_\_

- 2. Exterior Materials (for new construction or new exterior addition, or new exterior standalone structure):** Attach sample of paint color, siding materials, roof material, fascia, Stone/Brick, metal accent, etc. Paint colors submitted online are not allowed as computer screen resolutions and color information may not represent the paint samples accurately.

**Paint Color Name Information:**

Base: \_\_\_\_\_ Trim: \_\_\_\_\_

Accent: \_\_\_\_\_ Other: \_\_\_\_\_

**Roofing Material:**

Manufacturer: \_\_\_\_\_

Weight: \_\_\_\_\_ Color: \_\_\_\_\_

3. **Building Setbacks:** Elevation drawings must be submitted. Refer to the HCOA Amended and Restated Building Regulations, Section 1, Articles 1.03g and 1.03h for more information.

Front: \_\_\_\_\_ Back: \_\_\_\_\_ Sides: \_\_\_\_\_

4. **Retaining Walls/Retention Walls:** On plot plan, show location, height, length and elevations at finished grade. Describe materials to be used for walls below.

5. **Excavation Material Handling:** Explain where fill (excavation dirt) will be stored and show location on plot plan. Estimate total amount of dirt to be excavated. If fill dirt will impact existing trees and native vegetation it must be removed and/or stored off premises.

6. **General Description of Landscaping Plan:** Briefly describe your general landscaping plans, general area of your lot to be impacted in square feet, distance from structure on all sides, use or replacement of existing vegetation, management of noxious weed growth post-project, native plants to be restored, etc.

**NOTE:** If a landscaping plan is deemed to be required (see HCOA Amended and Restated Building Regulations, Section 6.07 and 6.18), an additional security deposit over the \$4000.00 maintenance deposit will be required, amount to be determined by the HCOA Board of Trustees based on the extent of landscaping restoration needed to complete the landscaping plan should it not be completed by the homeowner.

7. **Driveway:** Identify the material to be used to finish the driveway and its finished slope measurement.

Finish Material: \_\_\_\_\_ Slope %: \_\_\_\_\_

8. **Start Date:** \_\_\_\_\_ **Completion Date:** \_\_\_\_\_

**Signatures:**

\_\_\_\_\_  
**Owner**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Contractor**

\_\_\_\_\_  
**Date**

## HCOA Property Improvement Application

Please complete the HCOA Building Plan/Property Improvement Application and any appropriate section below for approval of any exterior addition, change or alteration to structures on your lot.

For remodeling of existing structures which will constitute expanded square footage (including new garages) or any improvement to existing property structures, applicants shall submit a Property Improvement Deposit of \$4,000.00, refundable upon written notice of project completion, proof of issuance of Summit County certificate of occupancy, and affirmation of site maintenance compliance by representatives of the Board of Trustees.

1. **Room Addition:** Submit all plans, including site plan, and complete the HCOA Building Plan/Property Improvement Application. If any grade changes or retaining walls are planned, submit topographical change and show elevations at finished grade.
2. **Patio Covers, Trellis, Deck, Gazebo:** Show materials, paint colors, height, size, location and setbacks. Complete HCOA Building Plan/Property Improvement Application and submit plot plan. How will you mitigate the impact/affect of height, location, or lighting associated with planned structures on your neighbors? Explain:
3. **Garage, Storage Areas, Shed, or Other Outbuildings:** Materials, including roof, must match existing home. Complete HCOA Building Plan/Property Improvement Application, submit plot plan, show setbacks. How will you mitigate the impact/affect of the structure on your neighbors outdoor views? Explain:
4. **Paint:** Attach paint chips selected for repainting existing structures and/or painting new, proposed structures for each of the following that apply. Color samples cannot be submitted online as computer graphics settings vary from computer to computer and the actual paint colors may not be accurately represented.

### Paint Color Name Information:

Base: \_\_\_\_\_ Trim: \_\_\_\_\_

Accent: \_\_\_\_\_ Other: \_\_\_\_\_

5. **Re-Roof:** Attach sample of roofing material and provide the following manufacturer's information:

Manufacturer: \_\_\_\_\_

Weight: \_\_\_\_\_

Color Name: \_\_\_\_\_

6. **Dog Run, Dog House:** Dog run must be placed so that it is not conspicuous from the street or adjacent neighbors' lots. Show location of dog run and dog house on plot plan. Refer to Amended and Restated Building Regulations, Article 6.16 for more information.

7. **Landscaping:** If over 50% of lot area is affected, show all plantings and locations on plot plan. Check each area of lot below that will be affected by your landscape plan. Refer to Amended and Restated Building Regulations Sections 6.07 and 6.18 for more information.

Front: \_\_\_\_\_ Side: \_\_\_\_\_ Rear: \_\_\_\_\_

8. **Tree Removal:** On plot plan show locations, size, species of all existing trees slated for removal. Explain reason for removal:

9. **Basketball Courts or Ball/Sport Courts, Play Structures, Spa/Pool:** On plot plan, show location, materials, height, size, and any proposed lighting. Are adjacent neighbors and/or properties impacted by potential noise, lighting, view impact by the proposed structures? Have you contacted any adjacent neighbor to discuss your plans to determine their concerns, if any? If so, provide the name(s) of neighbors contacted below or, if neighbor names are not known, provide the location of neighbor lots relative to your lot to identify the neighbors contacted.

---

**NOTE:** Any changes desired after plan approval by HCOA Board of Trustees must be resubmitted for further review. Please notify HCOA of any changes by email or mail: [hiddecovepc@gmail.com](mailto:hiddecovepc@gmail.com) or HCOA, PO Box 981854, Park City, UT 84098