

APPLICATION

**SUMMERWIND HOMEOWNERS' ASSOCIATION
ARCHITECTURAL CONTROL COMMITTEE**

Instruction: For detailed instruction and attachment criteria, refer to current Architectural Control Committee guidelines, Covenants and instructions on page two of this application. No application will be reviewed without complete information and/or plans provided. Please read the instructions carefully in order to avoid unnecessary delay in processing and timely review. Please complete this form using a blue or black ink pen. Thank you.

1. Name: _____ Div _____ Lot _____
Address: _____
Phone: H - _____, W - _____
Email: _____

2. Address of proposed work: _____

3. Description of proposed work: _____

4. Estimated start date: _____, Estimated completion date: _____

5. **ACKNOWLEDGMENT OF PROPERTY OWNERS WHO ARE AFFECTED**
because they are adjacent and/or have a view of the proposed work.

Note to Property Owners Affected: Your signature does not constitute nor indicate approval/disapproval but merely indicates an awareness of applicant's intent. If you have any concerns with this application, please notify the ACC in writing (via the Association office) within seven days of your signature date.

Name: _____ Date: _____ Div. ___ Lot ___

Name: _____ Date: _____ Div. ___ Lot ___

Name: _____ Date: _____ Div. ___ Lot ___

Name: _____ Date: _____ Div. ___ Lot ___

Name: _____ Date: _____ Div. ___ Lot ___

6. **ACKNOWLEDGMENT OF APPLICANT:** I have read and acknowledge the Architectural Controls, Covenants, and instructions on the next page of this form which govern the procedures for undertaking any addition and/or alteration to my property.

Owner's Signature: _____ Date: _____

FOR ACC USE ONLY: Approved Disapproved Date: _____

Conditions of Approval: _____

Initial of ACC Members: _____

INSTRUCTIONS

In addition to this application, you will need to submit the following attachments:

1. Full details of purpose and/or reason for improvement.
2. Site plan with location of improvement drawn to scale. Note distance from property lines, Show relationship of improvement to neighboring homes and/or open spaces.
3. Drawings and/or illustrations showing design of proposed improvement - state architectural style of existing house.
4. Scale drawing of exact dimensions of improvement.
5. Type of wood or other materials to be used.
6. Color: note whether color is the same as existing siding or trim on house or attach color chip for other color/stains.
7. Grading plan if changes in grade or other conditions adversely affecting drainage are anticipated (generally, approval will be denied if adjoining properties are adversely affected by changes in drainage).
8. Landscape plan if application is for landscaping or if relevant to project.
9. Signed written agreement of affected lot owner(s) if improvement falls on property line.

Acknowledgment of Applicant:

1. I understand that construction of certain major projects that I obtain a King County building permit. Approval of a project by the ACC does not affect or alter that requirement.
2. I understand that any construction activity taken prior to ACC approval is not allowed and that, if alterations are made, I may be required to return the property to its former condition at my own expense if this application is not approved wholly or in part and that I may be required to pay all legal expense incurred if legal action becomes necessary.
3. I understand that members of the Architectural Control Committee are permitted to enter on my property to make reasonable inspection of proposed construction locations.
4. It is understood that I am aware of the Covenants, Conditions, and Restrictions and Architectural Controls with regard to the review process.
5. The alteration authority granted by this application will be revoked automatically if the alteration requested has not commenced within six months of the approval date of this application and/or has not been substantially completed within twelve months.
6. I understand that any approval is contingent upon construction or alterations being completed in a workman-like manner.
7. I understand that if I disagree with the ACC ruling, an appeals procedure is provided directly through the Board of Directors.

Signature of Applicant _____ Date _____

Return Completed Application to:

Steve O'Brien, ACC Chairman
5219 NE 23rd Ct
Renton WA 98059
206.240.4885

email: acc@summerwindrenton.org