

Bayview Court Homeowners Association

Architectural Application

Please complete this request form and attach three (3) copies of your proposed improvement plans. The review period does not commence until a complete application has been received by the Architectural Committee. To assure prompt consideration, review all submittal materials for completeness before sending them to the Architectural Committee.

Mail or deliver the application and three (3) sets of plans to the Association's Property Management Company:

Please Complete the Following:	
Owner(s):	Date:
Mailing Address:	
Home Phone:	Work Phone:
Property Address:	

Architect or Contractor (if applicable):	
Name:	Phone:
Mailing Address:	
Contractor's License Number:	Insurance Carrier:

Description of Improvements: Please provide a brief description of the proposed improvements:

<u>Anticipated Work Schedule:</u>	
Start Date:	Completion Date:

Attachment 3

Neighborhood Awareness

All improvements require notification of all neighbors visually affected or impacted by the requested improvement. Such notification shall be by sign-off on the applications provided by the Architectural Committee. **The neighbor's agreement is not a condition for the approval of plans by the Architectural Committee.**

Neighbor Address	Name	Date	Object	Do Not Object	Signature

I Understand and Agree That:

1. No work shall commence until the **written approval** of the Bayview Court Board of Directors is given.
2. Building permits for the proposed work may be required and the cost of any permits and the responsibility of obtaining permits and subsequent County inspection will be the responsibility of the undersigned. Architectural Control Committee approval is not intended to be, nor shall be considered a substitute for approval by the necessary and appropriate governmental agencies. The Board has been informed that the County will not issue building permits for any improvement until the proposed improvement has been approved by the Architectural Committee.
3. The Architectural Control Committee's approval or disapproval shall be based on the considerations set for in the CC&R's and the Architectural Control Committee shall not be responsible for reviewing, nor shall its approval of any plan or design be deemed approval of, any plans or design from the standpoint of structural safety, engineering, or conformance with building or other codes.
4. I have read this application, the Association's CC&R's and the Architectural Standards and Procedures, and I understand and agree to the terms and conditions of the Architectural Control Committee's review of my application, plans and specifications, as stated therein.

Signature of All Owners:

Owner:	Date:
Owner:	Date:
Owner:	Date:
Owner:	Date:

Attachment 3

Receipt of Application

Date of Receipt: _____

Received by: _____

1. If the application, plans, and specifications are complete, the application is deemed complete and submitted on _____ (date); proceed to Review of Plans.
2. If the plans and specifications are not complete, return application and plans for failure to submit all information. Letter stating information needed sent on _____.

Review of Plans

Approval Criteria	Yes	No	Need More Information
Will the installation, construction, or alterations proposed in the locations indicated be detrimental to the appearance of the surrounding area of the property?			
Will the appearance of the improvement be in harmony with surrounding structures?			
Will construction of the improvement detract from the beauty, wholesomeness and attractiveness of the Common Areas & Association maintenance areas or the enjoyment thereof by Members?			
Will the upkeep and maintenance of the improvement be a burden on the Association?			
Is anything attached to a common area wall?			
Will the improvement alter the drainage pattern of the property?			

Approved:

Denied:

Contingent Upon:

Date _____ Signed _____