

Park East Subdivision Homeowners Association, Inc.
Architectural Improvements Application

This application process is in accordance with the Declaration of Covenants, Conditions and Restrictions (CC&R's) and Design Guidelines for Park East Subdivision Homeowners Association, Inc. Homeowners are required to be familiar with these documents and to comply with them.

Instructions:

This is to assist the Homeowner in ensuring the application submittal includes all information necessary for a thorough review process.

Projects include, but are not limited to the following:

- ☐ Building structure, forms, and materials, including windows and doors.
- ☐ Landscape design and materials.
- ☐ Retaining walls, landscape walls, and fences
- ☐ Lighting
- ☐ Driveways/Garages
- ☐ Exterior Colors
- ☐ Accessory Structures

Before work on the project begins, the Homeowner must supply the DRC with a copy of:

- ☐ Sketch Plan (to include Lot Lines)
- ☐ Landscape and Irrigation Plan
- ☐ Material Specification List (Type, style, color)

Kindly complete the attached application form in its entirety. The DRC will use the information provided to evaluate your application. Applications are typically reviewed within thirty (30) days of submittal. Approved projects not completed within one (1) year of application require are required to resubmit an application for approval.

Homeowner and Project Information

NAME: _____

PROJECT ADDRESS: _____

YOUR MAILING ADDRESS: _____

YOUR PRIMARY PHONE: _____

YOUR EMAIL: _____

SUBMITTAL DATE: _____

Your description of the proposed project(s):

Submit documents noted below (where applicable):

- ☐ Sketch Plan drawings to scale, to include address and locations walkways, and any other exterior improvements.
- ☐ Material Specifications to include manufacturer, model numbers, material type, fastener types, stains, colors, and installation procedures. Attach manufacturer's Specifications.
- ☐ Landscape/Irrigation Plans: To include the planting plan (areas of placement for trees, shrubs, ground cover, drip irrigation, etc.)

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Homeowner acknowledgements and agreements:

I, _____, acknowledge and agree to the following:

Compliance: This project shall be promptly completed in accordance with the plans and specifications approved by the Park East Subdivision Homeowners Association, Inc. Board of Directors and DRC, at my sole cost and expense. Any change to the approved plan requires that I submit a revised application for approval. I agree that I will not proceed with the revised plan until approved by Park East Subdivision Homeowners Association, Inc..

Owner Responsibility: To be fully responsible for all losses, injury and/or damage to person(s) or property, and all claims, demands, or causes of action whatsoever, of any nature and kind, asserted by any person and alleged to arise from or in connection with the Project.

Indemnification: To be fully and unconditionally indemnified and hold Park East Subdivision Homeowners Association, Inc. harmless from all loss, injury and/or damage to person(s) or property (including but not limited to common elements of the Park East Subdivision Homeowners Association, Inc. and all property for which the Park East Subdivision Homeowners Association, Inc. is responsible), and any and all claims, demands, of causes of action whatsoever, of any nature and kind, asserted by any person an alleged to arise from, in connection with, or resulting from the Project and/or my actions in furtherance thereof.

Homeowner(s)' Signature

Date

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Design Review Committee Action

Regarding the proposed Application for Improvement:

Submitted by: _____

Date: _____

Description: _____

The application has been APPROVED. _____

Conditions (if any):

(Or, if applicable.) The application is DENIED for the following reasons:

Signed for the Architectural Committee by:

Print Name

Signature & Date