

ARCHITECTURAL OR LANDSCAPE PROJECT APPLICATION FORM

DATE SUBMITTED: ____/____/____

The Architectural and Landscape Committee (ALC) is tasked with reviewing and approving all changes to a home's exterior or landscape. Please use this form to fully describe your project and place it in the ALC hanging file box, near the Clubhouse Board meeting room. Applications that are **submitted by 10:30am on Monday**, will be reviewed on Wednesday and will receive notice of the committee's decision within seven days. Please help us to quickly approve your project by providing the following.

- ✓ Sufficient details for the Committee to fully evaluate your proposed project.
- ✓ A plan-design or plain-view drawing that includes notations of each addition, or removal and/or replacement of a walkway, driveway, drain, awning, patio and patio cover, fence and gate, privacy screen lawn, rock walls, major plant, shrub or tree. (Especially a "Street Tree" - refer to ALC manual for specific details.)
- ✓ Information on approved House and trim colors, Roof shingles, and replacement Street trees can be found at the Clubhouse ALC information center. A sample paint board is required for all "major" painting project applications. Free paint board kits are available at ALC information center.

(No approval is needed for general yard clean-up such as pruning a shrub or a tree as long as it is **not a Street tree.**)

* TYPE OF SUBMITTAL: () ARCHITECTURAL () LANDSCAPE

* **REQUIRED:** *Owners of the Property.*

Print Name: _____ Print Name: _____

SIGNATURE #1: _____ SIGNATURE #2: _____

* ADDRESS: (Print) _____

* TELEPHONE: (____) _____ - _____ * PROJECTED START DATE: ____/____/____

* E-MAIL: (Print) _____

* PROJECT DESCRIPTION: (Print) _____

* **REQUIRED:** *Two (2) Homeowners (immediate neighbors) who will be the most affected by the project.*

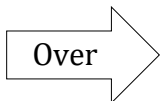
SIGNATURE #1: _____ SIGNATURE #2: _____

Print Name: _____ Print Name: _____

Date: ____/____/____ Date: ____/____/____

Please do not start your project until ALC approval has been received.

Revised Date 5/15/19



CONDITIONS OF APPROVAL

- Property owner(s) have read, fully understand and accept the guidelines in the most current A&L Manual.
- Once approved, any material change in the project must be re-submitted for approval before any work can start.
- The project must be completed within one year from the approval date. A new application is required if project is not completed within one year from the ALC approval date.
- You will not disturb the surface of, or use any portion of any Common Property for storage or staging during construction, without written permission from the ALC.
- All King City and Washington County zoning and construction requirements will be obeyed.
- You assume full responsibility for all damages resulting from the project to adjacent private lots or Common Property.
- All debris; dirt, gravel, rock, plant material, wood, metal, porta potty, machinery or containers positioned or accumulated on the street will be removed in a timely manner following the project's completion.
- If above removal is not completed in a timely and complete manner, the Association may do so at its discretion and at the property owner's expense. If the expense is not promptly repaid, the Association may place a lien on the property.
- Any member of the Association who wishes to object to this project may do so in writing to the committee.
- The Highland's Association reserves the right to seek injunctions from a court of law and/or pursue other remedies to enforce its guidelines.
- Neither the Board of Directors nor any member of the Highland's Association shall be liable to any owner, occupant, or other person for any damage or claimed loss suffered as a result of the construction or modification of this project.

Resident agrees to notify ALC Coordinator when project is completed.

FOR COMMITTEE USE ONLY

Committee Reviewed: ____/____/____

Action Taken: () Approved () Disapproved () Tentative Approval

Condition(s) _____

Coordinator Signature: _____

Homeowner advised of decision: ____/____/____ Completion Date: ____/____/____