

TROTTER DOWNS HOA ARCHITECTURAL APPLICATION

*** Please Allow 30 Days for Processing ***

Failure to comply with the CC&R's and Architectural Review Guidelines may subject a homeowner to legal action, legal fees and/or other charges per RCW 64.38.020 (11). Any assessed amounts may be used to place a lien on the home until there is compliance.

Mail To: Trotter Downs HOA
c/o Vantage Community Management
8290 28th Court NE, Ste C
Lacey, WA 98516

Deliver To: 8290 28th Ct NE, Ste C
Lacey, WA 98516
Contact #: 360-455-4464

Applicant _____ Date: _____
Owner

Mailing Address City State Zip

Property Address: _____ Lot # _____
(If different from above)

Contact #'s: Day _____ Eve _____ Cell _____
Email _____

Architect, Engineer or Owner's Representative (if applicable):

Name Phone

Address City State Zip

Describe modifications, additions and/or changes. Provide sketches, dimensions, descriptions of all finish materials, etc. on page 2 ("Information Request"). For Exterior Paint projects include attached ACC Exterior Paint Specification Form and color samples.

FOR ACC COMMITTEE USE

☐ Application Returned

Date: _____
(See ACC Comments Sections)

Signature

Signature

Signature

☐ Application Approved

Date: _____
(Improvements must be completed within 180 days of approval)

Printed Name

Printed Name

Printed Name

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INFORMATION REQUEST

Depending on the scope of your project, some, or all of the following information should be submitted with your request. Attach additional drawings to this form if needed.

1. Description of improvement.
2. Location of residence on lot and dimensions from lot line. Indicate North arrow.
3. Complete dimensions of improvement proposed.
4. Measurements of improvements in relation to residence and lot lines.
5. Description of all finish materials, textures and color schemes. Attach ACC Exterior Paint Specification Form including paint chips\samples on each copy of request. Note clearly where each color is to be used.
6. Drawings to show affected elevations.
7. Height of trees at maturity.

NOTE: All works of improvement shall be performed in a manner consistent with the architectural standards of the existing structures and fences.

ACC COMMITTEE COMMENTS SECTION

Reasons for return/disapproval:

Common Reasons for Incomplete or Does Not Meet Standards Applications

☐ Paint chips needed on all 2 sets/applications	☐ Trim color does not meet standards
☐ Requires 2 complete sets	☐ House base color does not meet standards
☐ Missing neighbor notification signature(s)	☐ Incomplete "Information Request" page
☐ Shed roof must be same as house	☐ Shed siding must be same as house
☐ Needs description of materials to be used	☐ Needs sketch with building dimensions

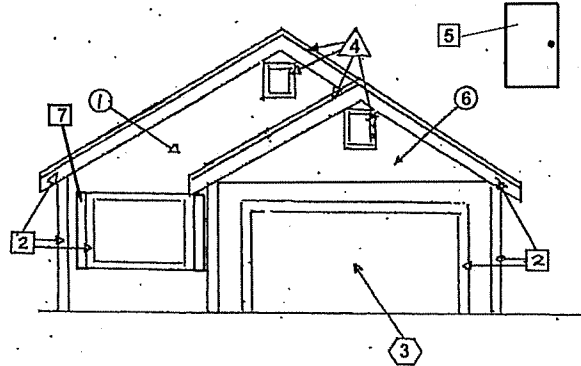
DISCLAIMER OF LIABILITY OR WARRANTY: THE APPROVAL OF AN APPLICATION BY THE TROTTER DOWNS BOARD APPLIES ONLY TO THE STYLE, EXTERIOR FINISHES, APPEARANCE, AND GENERAL LOCATION OF THE STRUCTURES SHOWN IN SUCH REQUEST, AND SHALL NOT BE RELIED UPON AS AN APPROVAL OR WARRANTY REGARDING ENGINEERING AND STRUCTURAL DESIGN, BUILDING OR ZONING CODE COMPLIANCE, FEASIBILITY OR MARKETABILITY FOR ANY PURPOSE, OR COMPLIANCE WITH APPLICABLE BUILDING ORDINANCES, STANDARDS, OR REGULATIONS. BY APPROVING THE APPLICATION NEITHER THE ARCHITECTURAL CONTROL COMMITTEE OR THE MEMBERS THEREOF, THE ASSOCIATION, NOR THE BOARD ASSUMES ANY LIABILITY OR RESPONSIBILITY FOR ANY CONSTRUCTION DEFECTS, NOR DOES THE APPROVAL IMPLY ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PURPOSE. APPLICANT IS SOLELY RESPONSIBLE FOR CONTRACTOR SELECTION AND SUBSEQUENT DETERMINATION AS TO THE EXISTENCE/STATUS OF ANY CONTRACTOR'S LICENSE AND/OR BOND TO HIS OWN SATISFACTION.

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EXTERIOR PAINT SPECIFICATIONS

EXAMPLE OF TYPICAL HOME



ATTACH PAINT CHIPS
BELOW ON EACH
COPY:

INDICATE COLORS TO BE USED

Required Colors (Maximum number of colors: 2)

1. Body _____
2. Trim _____
3. GarageDoor _____

Optional Colors (Maximum number of colors: 2)

4. Accent _____
5. FrontDoor _____
6. Gable _____
7. Shutters(Optional) _____

Comments \ Additional Information:

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NEIGHBOR NOTIFICATION: The intent is to advise your neighbors who own property adjacent to, facing or impacted by the improvement(s) to your lot (property). Neighbors are encouraged to review your plans acknowledging the proposed changes or alterations to your lot. This is a "good neighbor policy" and they can sign the application and initial the plans if they choose to. Neighbors may provide input directly to the ACC if they have comments. Signature of this form is for notification purposes only. Neighbor approval/disapproval shall be advisory and is not binding in any way on the Architectural Committees' decision.

Signature	Printed Name	Address
Signature	Printed Name	Address
Signature	Printed Name	Address

OWNER AGREEMENT

I UNDERSTAND AND AGREE THAT:

1. No work on this request shall commence until written approval of the Architectural Control Committee has been received.
2. All improvements approved by the Architectural Control Committee must be must be **completed within one hundred and eighty (180) days** after date of approval. Failure to complete the work within the prescribed period of time will cause the approval to be rescinded and resubmission will be required. Extenuating circumstances should be brought to the attention of the Architectural Control Committee.
3. Within thirty (30) days of completion of improvements, written notification must be provided to the Architectural Control Committee of such completion in order for the Committee to make its inspection as to compliance with approved plans and specifications. (See attached "Notice of Completion" letter.)
4. All city, county, state and federal codes, regulations and proper permits must be followed and are the responsibility of the homeowner.
5. Owners planning any exterior changes requiring ACC approval are required to review Architectural Control Article VI and Land Use and Building Restrictions Article VII.

Proposed Start Date: _____ Proposed Completion Date: _____

SIGNATURE: _____

Homeowner (Authorization of representative must be attached, if applicable.)

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Notice of Completion of Approved Architectural Changes

DATE: _____

Trotter Downs HOA
Architectural Control Committee
c/o Vantage Community Management
8290 28th Court Ne, Ste C
Lacey, WA 98516

RE: Lot _____ located at _____
Street address

Architectural Application Approval Date _____

This letter is to inform you that the modification, additions and/or changes requested on my Architectural Application have been completed. I am now ready for a final inspection by the Committee or its designated representative as to compliance with approved plans and specifications. Please contact me to arrange for the inspection. I can be reached at:

Day _____

Eve _____

E-mail _____

Sincerely,

Signature

Printed Name