

Architectural Review Application Form - Tanglewood Hills HOA

Dear Homeowner,

Some necessary regulations have been incorporated into the Association's Covenants, Conditions, and Restrictions (CC&R's) to protect the harmony and tranquility of the community. In addition, these rules help maintain the curb appeal, which helps to enhance property values. As a member, you are required to comply with all of the rules and regulations of the Association.

NOTE: The Board must approve—in writing—any exterior improvements (including, but not limited to back yard renovations and satellite dishes), prior to commencement of work. Additional forms are available at <http://tanglewoodhoa.org/docs.html>.

Please complete and submit the attached form, including the following:

1. Description of the project(s): This will need to include a complete description of the materials to be used and the finished dimensions.
2. Site Plan (see example below): This will need to include but is not limited to: location of the project, dimensions, and distances from existing buildings/structures.
3. Any other supporting documents.

The Board will discuss and vote on the application at the next regularly scheduled Board meeting—submitting the above documents early and allowing time for the ARC committee to review your application will expedite the processing of your application (attending the Board meeting could also speed things along as you could answer any questions).

You can mail, fax, or email (preferred) the completed application along with any additional items. If being sent by way of email, the supporting documents be Adobe Acrobat (PDF) files, image files (jpeg, or png), or Microsoft Word files—as appropriate.



Tanglewood Hills HOA

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c/o The Management Trust - Northwest

P.O. Box 23099 Tigard, OR 97281-3099

phone: (503) 670-8111 FAX: (503) 670-0775 email: arc@tanglewoodhoa.org

Date Submitted:

Name:

Address: Unit #

Day Phone: Fax:

E-Mail Address:

Modification Type: Landscape Construction Other

Approximate time to complete the project:

Description/Additional Information (Attach extra sheet if necessary):

PLEASE NOTE:

- The Board must approve—in writing--any exterior improvements (including back yard renovations and satellite dishes), prior to commencement of work.
- This ARC project is the complete responsibility of the homeowner and the HOA has no responsibility to maintain or repair the approved project.
- All construction and installation of any improvements shall comply with local, state, and federal building and land use regulations. Compliance with these regulations is the responsibility of the homeowner. This review and approval is not a review, nor an approval, for compliance with any local, state, or federal building or land use regulations.
- Building, electrical, or plumbing permits may be required. The determination of the necessity of any permits is the responsibility of the homeowner. Obtaining any necessary permits is the responsibility of the homeowner.
- Changes to the proposed plan necessitated by permits or compliance with local, state, or federal building or land use laws are subject to additional review and must be re-approved (in writing) by the Board.
- The Homeowner is responsible for all costs pertaining to the ARC request, including but not limited to painting of any structure to match the community.
- The HOA has the authority to remove/dispose any approved project (at the homeowner's expense) that is not satisfactorily maintained by the Homeowner or includes elements/modification not approved by the Board.

Homeowner: Do not write below this line _____

Architectural Review Decision

Approved Approved with conditions Need more information Not approved

Comments or Conditions:

SIGNATURE:

Date: