

Request for Architectural Review Committee Approval to Modify Property in

Village Please complete (print) all items and checklist, read all conditions, sign, & submit to Village Association (which will forward to Olympia). Homeowners must place a check next to items they have provided, below and submit with the ARC General Form. The ARC generally meets every other Thursday at 3:00 PM (check bulletin for schedule). All completed applications including all enclosures like insurance certificates, plans, removal agreement, and deposit funds must be submitted by 3:00PM, 2 business days before the ARC Meeting. This lead time helps in accurate application processing. ("Applicant") Applicant Name(s): ___ _____ ("Property") Model Type: _____ Phone: _____ **Applicant** I request approval for the change to my Property ("Change") described below and on the attached, supporting documentation: Projects ARC Form Certificate of Insurance and Liability of Vendor Complete set of plans and specifications prepared by an architect, landscaper, engineer, painter, or other qualified professional, showing the Change's nature, kind, shape, height, materials, color scheme, and other relevant details. ☐ PAINT □ DRIVEWAY / PATIO EXTENSIONS ☐ ARC Form Color scheme must be followed. Each ☐ Lot Survey with Project Drawing part of the house must be painted with the color ☐ New Pavers must match existing pavers assigned to that specific part. ☐ May not remove or relocate swale tree \Rightarrow No swapping. For newer color options ☐ Driveway extensions must not exceed 12' (300's), body color #2 to be used only if ☐ Driveway extensions must be within building line applicable. ☐ FENCE ⇒ Body colors #1 and #2 cannot be swapped to Common Projects Checklists ☐ Lot Survey with Project Drawing. paint the entire body of the house. ☐ Fence description (material, color, height) (Must □ \$500 Check (Deposit). be Olympia approved fence style and color). ☐ Must submit color photos of: ☐ Gate locations: \square house to be painted. ☐ Side gates must be installed. \square adjacent houses. ☐ Rear gate must be installed unless rear \square house(s) directly across street. fence abuts & adj. to another rear fence. ☐ SCREEN ENCLOSURES, POOLS / SPAS ☐ Notarized Olympia Removal Agreement (all ☐ Lot Survey with Project Drawing. owners on deed must sign). □ \$500 Check (Deposit). □ ROOF REPAIR OR REPLACEMENTS ☐ MAJOR LANDSCAPING □ \$500 Check (Deposit). □ \$500 Check (Deposit). ☐ ENERGY COLLECTION DEVICES (SOLAR, ETC.), ☐ GARAGE DOORS / FRONT DOORS / SHUTTERS **ELECTRIC VEHICLE CHARGING, NATURAL GAS FAUX-WOOD PAINT** EQUIP. ☐ Sample color chip/photo of proposed grain finish. □ \$500 Check (Deposit).

□ \$500 Check (Deposit).





Reminders

- The above is a summary of required items for information purposes only. Consult your Villages' and Olympia's ARC Guidelines for information required before submitting.
- Complete applications must be submitted first to your Village; which, if approved, will forward to Olympia for final decision.
- No project or work may begin before the Village's and Olympia's written approval. Submission of the required documents does not guarantee the project will be approved.
- ARC may require extra information to consider your request.
- Homeowner should check with the Village of Wellington to see if a permit is required. Olympia's approval does not imply VoW will approve.
- Homeowner is responsible for all required changes arising from misleading or inaccurate information submitted or information omitted, including being required to restore the Property to the previous state (before the project began).
- 1. I have no unsatisfied monetary (incl. assessments, fines, late fees, interest, collection costs, or atty. fees) or nonmonetary (uncured violations) obligations owed to Olympia or my Village (unless this Request is for curing such violations).
- 2. Attached is a completed Checklist of Important Documents and Notes for Common Projects.
- 3. I consulted my Village and Olympia architectural review guidelines about restrictions, conditions, and procedures, and understand to be complete, this Request must be completed, signed, include the Survey and Plans, and be accompanied by the Damage Deposit (if applicable). This Request violates neither the Village nor Olympia architectural review guidelines.
- 4. I, with my heirs, assigns, successors, and successors in title, as it relates to the Change or any claims, causes of action, expenses (incl. attorney's fees) ("Claims") made in connection with, because of, or arising from any part of the Change, incl. when the Change or part of it has been approved, (a) assume sole responsibility for (i) repair, maintenance, and replacement of any Change, and (ii) damage to or interference with Village or Olympia Common Areas, including roads, sidewalks, landscaping, & underground facilities, other Lots, and (iii) the Property, and (b) will indemnify, defend, and hold harmless the Village, Olympia, and their respective managers, management companies, officers, directors, committee members, and agents from and against any such Claims.
- 5. Any approval constitutes (1) neither the Village's or Olympia's waiver of their rights under the Village and Olympia Declarations, any easements or other interest in the Village or Olympia Common Areas, nor (2) any warranty or representation by the Village or Olympia about the Change's structural integrity, suitability for intended purpose, building code conformance, or building official's approval.
- 6. Review or approval may take 30 days or longer depending on committee/board meeting schedules and investigations the Village or Olympia may undertake (but neither association must do so). Approval, if granted, is intended solely to maintain harmonious visual aesthetics with acceptable improvements within the Village & Olympia. No work may begin until Olympia returns this Request signed and approved, and any required Wellington permits have been issued, and I will instruct my contractors accordingly.
- 7. I will notify my Village property manager & Olympia (Clubhouse@OlympiaPB.org) in writing upon completion of the Changes.

Conditions Precedent and Agreements by Applicant

I have read the above Checklists, Reminders, and Conditions Precedent and Agreements, and certify all information contained on and submitted with this Request is accurate and agreed to, and all the proper items have been submitted:

Owner

Applicant Signature:

(all Property Owners):



Request for Architectural Review Committee Approval to Modify Property in

(If Damage Deposit required per Checklist or ARC): If there is any damage to Olympia in connection with this Request incl. attorneys fees, Olympia, in its sole discretion, will apply any Damage Deposit to damages and (1) refund any excess Deposit or (2) individually assess the Applicant and related Dwelling Lot for damages/restoration over the Damage Deposit. Received (date): ______. (by): ______ Check No.: _____ Amount: \$500.00 or \$_____ Received:_____ _ Approved. I have verified all appropriate items have been submitted per the above checklist. Below are listed any conditions or restrictions. Disapproved. The application is denied in full. The specific rule(s)/covenant(s) replied upon for denial is(are) listed below. Partially Approved. The specific part(s) of the application approved and part(s) denied is(are) listed below together with the specific rule/covenant relied upon for denial(s). Village ARC Village Name: ____ _ Approved. I have verified all appropriate items have been submitted per the above Received:____ checklist. Below are listed any conditions or restrictions. Disapproved. The application is denied in full. The specific rule(s)/covenant(s) replied upon for denial is(are) listed below. Olympia ARC Partially Approved. The specific part(s) of the application approved and part(s) denied is(are) listed below together with the specific rule/covenant relied upon for denial(s). Olympia Signature: ____