

CHINA FALLS ACC Submission Form

INSTRUCTIONS: *As a homeowner, please complete this Submission Form when changing house color; building a fence, deck, shed, playhouse, etc.; adding on to the house; adding a satellite dish; changing landscape; or any other change/modification in conjunction with the Covenants, Conditions, and Restrictions (CC&Rs). Referenced sections of the CC&Rs include but are not limited to; 3.1, 3.2.1, 3.2.3, 3.5.9, 3.5.18.*

*Print, fill out and return **two copies** to: China Falls HOA, 6947 Coal Creek Parkway SE, PMB # 140, Newcastle, WA 98059. The Board will review the request and approve or deny no later than 45 days after request is made (sooner, if possible).*

PART 1 – HOMEOWNER TO COMPLETE:

Homeowners Name <i>(printed):</i>	Date Submitted:	Lot Number:
Address:		Phone Number:
Purpose of Request: <i>(Briefly explain what you plan to do and why)</i>		
<p>Who are the affected neighbor(s) :</p> <p>Name: Address: Have you contacted them? (Y/N) Their Response:</p> <p>Name: Address: Have you contacted them? (Y/N) Their Response:</p> <p>Name: Address: Have you contacted them? (Y/N) Their Response:</p> <p><i>If more space is necessary, please use another sheet and attach.</i></p>		
If you have not contacted the affected neighbors, explain why:		

Details of Request: *(Explain specific details of the request, such as location, dimensions, height, color, etc. It is very important to include drawings, pictures, maps, and description of materials and/or paint chips. Keep in mind that the Board is most likely not familiar with your project, therefore clear, accurate information will expedite your request.)*

Signature of Homeowner:

PART 2 – ACC TO COMPLETE:

ACC Members Who Reviewed: *(Must be at least three members)*

(circle)

Accepted: YES NO _____ Date _____

Accepted: YES NO _____ Date _____

Accepted: YES NO _____ Date _____

ACC Committee Comments:

The China Falls HOA ACC review is limited to aesthetic review and compatibility with applicable neighborhood CC&Rs. Neither China Falls HOA, the ACC nor the HOA Board makes any representations as to (i) whether approved work is in compliance with applicable laws, codes and regulations and/or (ii) whether such work requires permitting and/or engineering for legal compliance or safety purposes. Engineering, municipal inspections, permitting and compliance (including all related costs) are solely the responsibility of the applicant. ACC approval is strictly limited to submitted plans as may be modified or conditioned by the ACC. Any material deviations from plans as approved must be resubmitted for ACC approval, and the ACC and China Falls HOA Board reserve all rights and remedies with regard to alterations to approved plans.

PART 3 – ACC TO RETURN TO HOMEOWNER:

Form sent to Homeowner by: *(Name of ACC Member)*

Date Sent: