

APPLICATION FOR ARCHITECTURAL MODIFICATION CRESTRIDGE ESTATES OWNERS ASSOCIATION

IMPORTANT INFORMATION-PLEASE NOTE:

- All Applications **MUST** be complete and include all required information or they will be returned to the applicant as incomplete and require resubmission.
- It is advised that the owner review the relevant sections of the CC & R's (Article VII - Architectural Controls and Article VIII - Use and Maintenance of Property) prior to submittal of this form.
- In some cases, you may be asked to provide additional information to the Committee prior to Design and Review Committee (DRC) review.

Please contact the Association by email at [**crehoa@yahoo.com**](mailto:crehoa@yahoo.com) if you have questions prior to filing.

Send all correspondence to:

Crestridge Estate Owners Association
Design and Review Committee
P.O. Box 415
Redmond, OR 97756

This application is to be used for modifications performed to the exterior of a home or lot **after** DRC final inspection and approval of new home construction. Please ensure all sections are completed prior to submitting for DRC review.

Owner: _____

Property Address: _____ Home phone: _____

Mailing Address: _____ Work phone: _____

Email: _____

APPLICATION FOR: (Please complete a separate application for each request)

Check one: New Replace Existing _ Remove Existing _

Please indicate below the category for which approval is being requested:

- Deck & Patio Trees Fence
- Landscaping Paint Exterior Satellite Dish or Antenna
- Roofing House Solar Panel
- Siding
- Shed/Garage/Outbuilding
- Other-please explain below.

Brief Description of Proposed Project: (Please print or type/attach)

PLEASE NOTE: The DRC has 15 days from the date a COMPLETE application is received (including required signatures, plots, sketches and fees, etc.) to approve or deny each application.

Project Information:

Proposed Start Date & Completion Date: _____ to _____

Project to be installed by: __Owner __Contractor (please provide information)

__Undecided

Company _____ Contact Name _____

Address _____ Telephone _____

Neighbors' Acknowledgments:

You are requested to inform your neighbors for their awareness of your proposed change but this does not constitute approval or disapproval on their part.

Application Check List:

Application Check List-In addition to completing the application, please review all sections of the Crestridge Estates CC&R's that pertains to your modification. Below is a list of general requirements. Please review this information prior to submitting your application to ensure all information is provided at the time of submission. Also include any supplemental photos, dimensions, sketches, and catalog illustrations that will assist the DRC Committee when reviewing the application. The DRC may request additional information to complete a full review.

DECK& PATIO

- Completed Application for Architectural Modification.
- Site Plan showing the size and location of the proposed modification in relation to the home, setbacks, property lines and including all dimensions.
- Elevation views(s) are also required for a Deck showing all architectural features including height, style, and skirting.
- Description and samples of all proposed materials including paint or stain (no pictures or paint chips).

Note: Deck designs exceeding building code height limits require a building permit.

FENCE

- Completed Application for Architectural Modification.
- Site Plan showing the size and location of the proposed modification in relation to the home, setbacks, property lines and including all dimensions.
- Elevation views(s) showing height and style.
- Description and samples of all proposed materials including paint or stain (no pictures or paint chips).

PAINT EXTERIOR

- Completed Application for Architectural Modification.
- Sample(s) of the new paint/stain color(s) and the name/number of the color applied to siding and trim materials (no pictures or paint chips).
- Sample of the paint/stain color(s) must be applied to the house for DRC on-site review.

ROOFING

- Completed Application for Architectural Modification.
- Manufacturer description and pictures of roofing and flashing materials and colors.

SIDING

- Completed Application for Architectural Modification.
- Description and samples of all proposed materials.
- Elevation views(s) are also required when proposing a change in the Siding style.
- Sample(s) of the new paint/stain color(s) and the name/number of the color applied to siding and trim materials (no pictures or paint chips).
- Sample of the paint/stain color(s) must be applied to the house for DRC on-site review.

TREES

- Completed Application for Architectural Modification.
- Markup an existing Landscape Plan or Site Plan or provide a sketch showing the proposed Tree modifications.
- When a naturally occurring tree(s) larger than 6 inches in diameter is proposed for removal, the tree must be clearly marked for DRC on-site review.

LANDSCAPING

- Completed Application for Architectural Modification.
- Markup an existing Landscape Plan or provide a sketch showing the proposed Landscape modifications. Extensive modifications require a full Landscape Plan.
- When a naturally occurring tree(s) larger than 6 inches in diameter is proposed for removal, the tree must be clearly marked for DRC on-site review.

Note: Retaining walls and other features exceeding building code height limits require an engineered design and a building permit.

SATELLITE DISHES, ANTENNAS OR SOLAR PANELS

- Completed Application for Architectural Modification.
- Site Plan, Elevation view(s), or sketches that clearly show the location on the home. If not attached to the home, a Site Plan is required showing the location in relation to the home, setbacks, property lines and including all dimensions.
- Manufacturer description and pictures including colors.

SHED/GARAGE/OUTBUILDINGS

- Completed Application for Architectural Modification.
- Site Plan showing the size and location of the Shed in relation to the home, setbacks, Property lines and including all dimensions.
- Manufacturer description and pictures including materials and colors.
- Elevation views(s) are required for a custom Shed showing all architectural features including height and style.

By reading and initialing each of the conditions listed below, I/We agree:

1. ___ that approval by the DRC shall in no way be construed as to pass judgment on the accuracy of the location, structural design, suitability of water flow or drainage, location of utilities, or other qualities of the proposed change being reviewed.
2. ___ that it is my responsibility and obligation to obtain all required building permits, to locate utilities, easements, and right-of-ways, and to construct the improvements in a workmanlike manner in conformance with all applicable building and zoning codes of Deschutes County.
3. ___ that approval by the DRC shall in no way be construed as to pass judgment on whether the proposed modification being reviewed is in compliance with the applicable building and zoning codes of Deschutes County.
4. ___ that approval by the DRC of any particular plans and specifications or designs shall not be construed as a waiver of the right of the Committee to disapprove such plans and specifications, or any elements or features thereof, in the event such plans are subsequently submitted or used in any other instance.
5. ___ that no work on the proposed change shall begin until written approval of the DRC has been received by the property owner. If work is begun prior to approval, I may be required to return the property to its former condition at my own expense if this application is disapproved wholly or in part; and I may be required to pay all legal expenses incurred to enforce this statement.
6. ___ that construction or alterations in accordance with the approved plans and specifications must commence within 12 months of the approved date of this application. Otherwise, the approval by the DRC shall be deemed conclusively to have lapsed and to have been withdrawn.
7. ___ that construction or alterations in accordance with the approved plans and specifications must be completed within 12 months of starting construction or alterations.
8. ___ that there shall be no deviations from the plans, specifications, and/or location approved by the DRC without prior written consent of the DRC. Any deviation from the original application must be resubmitted for DRC approval prior to implementing such deviations.
9. ___ that I authorize members of the DRC or managing agent to enter upon my Property to make one or more routine inspection(s) with prior notice/coordination between property owner and Crestridge representatives.

10. ___ that it is my responsibility and obligation to adhere to all required provisions of the Crestridge Estates CCR's, Rules and Regulations, and the DRC Design Guidelines.

11. ___ that I am responsible for any damage and all cost to repair the right-of-way or community property that results from the proposed modification.

Property Owner:

Owner/Applicant (Signature) _____ Date _____

Co-Owner/Applicant (Print Name) _____

Owner/Applicant (Signature) _____ Date _____

Co-Owner/Applicant (Print Name) _____

Design & Review Committee Representative

(Signature) _____ Date _____

(Print Name) _____

APPROVED _____ **DENIED** _____