

Rolling Hills Homewoners Association, Inc.
Architectural Review Committee (ARC) Application

Email to; Highlands Community Management: j.conklin@hcmanagement.org

Owners Name: _____ Email: _____

PLEASE PRINT YOUR FULL NAME

Rolling Hills Estates Street Address: _____

Mailing Address: _____

City: _____ State/Country: _____ Zip: _____

Phone: (____) _____ - _____ Work: (____) _____ - _____ Fax: (____) _____ - _____

Per the Declaration of Covenants, Conditions, and Restrictions and the Association's Rules and Regulations, installation must conform to this approval and the Association's guidelines. I hereby request your consent to make the following changes. Alterations. Renovations and / or additions to my property.

Fence: _____ Trash Enclosure: _____ Screen Enclosure: _____ Lawn Ornament: _____ Patio: _____

Patio extension: _____ Paint: _____ Swimming Pool: _____ Landscaping: _____ Lawn Replacement: _____

Other: _____

PAINT COLORS TO BE USED: **EXAMPLE:** Exterior Color: SW 7006 Extra White Trim Color: SW 6798 Iceberg

Exterior Color: _____ Trim Color: _____ Door Color: _____

Attach a copy of the property survey that shows the locations of the proposed change, alteration, renovation, or addition. Attach drawings of proposed plans with dimensions, materials, and/or color samples, if applicable.

Description of work to be done: _____

Contractors Name: _____

If approved, start date: ____/____/____ Completion Date: ____/____/____

NOTE: Applications submitted without the survey, drawing, or color chips will be considered incomplete. If an application is incomplete, it will not be processed and will be returned to you.

The owner hereby understands and agrees to the following conditions:

1. No work will begin until written approval is received from the HOA.
2. All work will be done expeditiously; once started, it will be done professionally by a licensed contractor or by the owner.
3. All work will be performed timely, and in a manner, that will minimize interference and inconvenience to other residents.
4. The owner assumes all liability and will be responsible for any and all damages to other lots and/or common areas, which may result from the performance of the work.
5. The owner will be responsible for the conduct of all persons, agents, contractors, subcontractors, and employees who are connected with the work.
6. Owner will be responsible for complying with all applicable federal, state, and local laws, codes, regulations, and requirements concerning all work being done. The owner will obtain any necessary governmental permits and approval for the work.
7. Upon receipt, RealManage will forward the ARC Application to the Association. The owner will be notified in writing when the application is either approved or disapproved.

Disclaimer of Liability: The association, the ARC, and all officers, employees, directors, or members thereof shall in no way be liable to any person or persons submitting plans and specifications for approval because of a mistake in judgment, negligence, or non-feasance arising out of, or in the specification for approval agrees, by submission thereof, that it will not bring any action or suit whatsoever against the Association, the ARC, or any officer, employee, director, or member thereof.

Signature of Owner(s): _____ Date: ____/____/____