



### Architectural Committee Submission/Application Form

Owner (Applicant): \_\_\_\_\_

Property Address: \_\_\_\_\_

**Contractor Information:**

Contractor Name: \_\_\_\_\_

Contractor Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Contractor Email: \_\_\_\_\_

Proposed Project Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Proposed Project End Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Contact information should the Committee wish to contact you for additional information:**

Phone: Home: \_\_\_\_\_ Work: \_\_\_\_\_ Mobile: \_\_\_\_\_

Mailing Address (if different than above): \_\_\_\_\_

Email Address: \_\_\_\_\_

**Modification or Addition Request:**

- Detached Structure/Building       Pool/Spa       Shed
- Fence       Exterior Modifications       Landscaping
- Paint       Patio/Arbor/Deck       Solar Panels / Collectors
- Roof       Other: \_\_\_\_\_

**Description of and reason for request (Required):** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Please make sure you have attached/included all of the following information:**

- A completed Submission Form (**including signature of the Owner Acknowledgement notice on next page**) A description of the project, including height, width and depth, roofing materials, colors, etc.
- A complete materials list of the project, including paint samples and/or stain color
- A picture or drawing of the intended/existing project (sketches, clippings, catalog illustrations and other data or links to websites) A site plan showing the location of the house along with any other structures on your lot and the proposed structure (including dimensions from the property line or other structures)

**Owners Acknowledgements:**

I understand:

- That no work on this request shall commence until I have received approval of the Architectural Committee (AC);
- Any construction or alteration to the subject property prior to approval of the Architectural Committee is strictly prohibited. If I have commenced or completed any construction or alteration to the subject property and any part of this application is disapproved, I may be required to return the subject property to its original condition at MY OWN EXPENSE. If I refuse to do so and the HOA incurs any legal fees related to my construction and/or application, I will reimburse the HOA for all such legal expenses incurred.
- That any approval is contingent upon construction or alterations being completed in a neat and orderly manner;
- That there are architectural requirements covered by the Covenants and a board review process as established by the Board of Directors;
- All proposed improvements to the property must comply with city, county, state and local codes. I understand that applications for all required building permits are my responsibility. Nothing herein shall be construed as a waiver of modification of any codes. My signature indicates that these standards are met to the best of my knowledge.
- That any variation from the original application must be resubmitted for approval;
- That if approved, said alteration must be maintained per the Declaration of Covenants, Conditions Restrictions, and Supplemental Design Guidelines for Somerset Farms Homeowners Association.
- This alteration will not detrimentally affect the proper drainage of any common areas or surrounding lots. I will be responsible at my expense to correct any drainage problems to such areas that may occur as a result of this work or alteration.
- The Builder/Applicant acknowledges and agrees that the Architectural Committee and Homeowners Association assume no liability resulting from the approval or disapproval of any plans submitted. The AC and the HOA assume no liability and make no representations regarding the adequacy or quality of any submitted plans or whether such plans comply with any or all governing authority requirements. The AC's review, comments, and/or approvals do not relieve the Builder/Applicant of their responsibility and obligation to comply with the Master Declaration, Master Design Guidelines, or Subdivision Guidelines as applicable. The Builder/Applicant agrees to grant the Association accesses to property at any reasonable hour to inspect for compliance issues.
- It is the duty of the owner and the contractor employed by the owner to determine that the proposed improvement is structurally, mechanically and otherwise safe and that it is designed and constructed in compliance with applicable building codes, fire codes, other laws or regulations and sound practices. Your association, the AC and any employee or member thereof, shall not be liable in damages or otherwise because of the approval or non-approval of any improvement.

I certify that the above information is an accurate representation of the proposed improvements and that the work will conform to applicable codes, covenants and standards. I also certify that the improvements will be completed in accordance with the approved application. I understand that construction is not to begin until approval has been received from the Architectural Committee. The Architectural Committee has permission to enter the property to make inspections, as they deem necessary.

**Owner/Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Co-Owner/Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**FOR ARCHITECTURAL COMMITTEE USE ONLY**

Date Submission Received: \_\_\_\_\_

Approved       Approved with Stipulations       Denied       Denied – Insufficient Information

Stipulations / Comments / Suggestions : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_