The Management Trust
NORTHWEST DIVISION

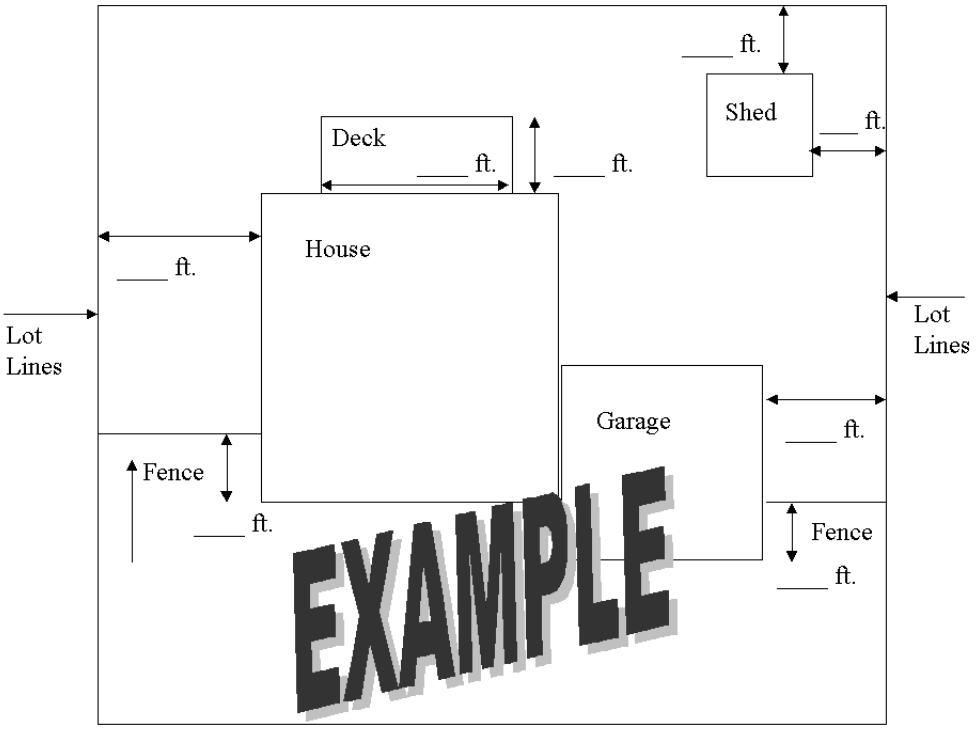
Architectural Review Application Form

Dear Homeowner,

Some necessary regulations have been incorporated into the Association's Covenants, Conditions, and Restrictions (CC&R's) to protect the harmony and tranquility of the community. In addition, these rules help maintain the curb appeal, which helps to enhance property values. As a member, it will be your obligation to comply with all of the documents for your community.

As a reminder to new members, the Architectural Review Committee (ARC) must approve any exterior improvements (including back yard renovations and satellite dishes), prior to commencement of work. Additional forms are available at www.managementtrust.com/nw

- ☐ ***Application:*** Please complete the attached application
- ☐ ***Description of the project(s):*** This will need to include a complete description of the materials to be used and the finished dimensions. Also include a color description and sample if your project includes painting/staining.
- ☐ ***Site Plan (see example below):*** This will need to include but is not limited to, location of project(s), dimensions, distances in conjunction with other items on the Lot, and setbacks from the Lot line.
- ☐ ***Submit:*** You can mail, fax, or email the completed application along with any additional items. If being sent by way of email, the available programs are Microsoft Word, Works, Publisher, Corel Word Perfect, and Adobe Acrobat.



19800 Village Office Court, Suite 101, Bend, Oregon 97702
PH: 541.318.0704 FAX: 541.318.0206
managementtrust.com/nw

Community:

TO AVOID DELAY, PLEASE BE SURE TO ENTER YOUR COMMUNITY NAME IN THE SPACE GIVEN ABOVE

Architectural Review Application Form

c/o The Management Trust - Northwest
19800 Village Office Court, Suite 101 Bend, OR 97702
PHONE: (541) 318-0704 FAX: (541) 318-0206 E-MAIL: arc@nwcommunity.com

Date Submitted _____

Applicant Name _____

Address _____

Lot # _____ Phase _____

Day Phone _____ Fax _____ E-Mail Address _____

Modification Type ☐ Landscape ☐ Construction ☐ Other:

Expected Completion Date _____

Additional Information

Please include along with this application, a simple foot print drawing of where the work will be located on your lot in relation to your lot lines and home. If you plan to build any structures, please LIST THE TYPES OF MATERIALS you plan to use, as well as the COLOR TO BE APPLIED, and SHOW THE DESIGN of the structure.

Note that all construction and installation of any improvements shall comply with local, state, and federal building and land use regulations. Compliance with these regulations is the responsibility of the homeowner. This review and approval is not a review, nor an approval, for compliance with any local, state, or federal building or land use regulations.

Building, electrical, or plumbing permits may be required. The determination of the necessity of any permits is the responsibility of the homeowner. Obtaining any necessary permits is the responsibility of the homeowner.

Changes to the proposed plan necessitated by permits or compliance with local, state, or federal building or land use laws are subject to additional review by the Architectural Review Committee (ARC).

Please submit this application to the Management Company 30 days prior to beginning your project. The ARC will do all it can to have your application reviewed in a timely manner so as not to impede the timely completion of your project.

Homeowner -- do not write below this line.

Architectural Review Decision

☐ Approved ☐ Approved w/conditions ☐ Disapproved

Comments or Conditions to Approval:

SIGNATURE: _____ *DATE:* _____