

IMPORTANT BULLETIN FOR EVERGREEN HEIGHTS HOMEOWNERS

Many owners think about projects to improve or maintain homes. We all love to make our homes reflect our personalities. Owners might want to add shutters, flower boxes, stain the fence, or touch up the fascia boards. If this applies to you, please remember that we must comply with the developments **Covenants, Conditions and Restrictions (CC&R's)**. These were set in place before anyone purchased their home. The intent of the CC&R's is to help ensure that our neighborhood will remain a great place to live. The design of our homes, the exterior colors and materials, the trees, shrubs, flowers, etc., were all carefully chosen to conform with the overall neighborhood look. We liked it so much...we bought the house.

Please remember what the CC&R's say about exterior improvements. Read on...

Articles II of the CC&R's state that before any changes are made to affect the exterior appearance of homes and landscaping, a process must be followed. The first step is to complete an ACC Application and submit any plans or color chips to the Architectural Control Committee. The Committee will respond in writing within 30 days with their decision. If you have any questions, please contact Vantage Community Management at (360) 455-4464.

Also, we want to remind owners that the development maintains common areas and parking strips, (the area between the sidewalk and the street) with a professional landscape company. If you have a landscape concern, please complete a Landscape Service Request Form, or any note giving detailed information, and mail it to the Association. Please be aware that the maintenance of pots and planters, as well as any owner installed plants in front yards, is a homeowner's responsibility, including weeding. Homeowner improvements should not interfere with the general landscaping duties. Should damage to any owner installed improvements occur, neither the Association nor the landscape company will be financially responsible for the cost of replacement or repair.

So, if you're thinking about...

- Painting** the exterior of your home,
- Staining** your fence,
- Replacing** outside light fixtures, house numbers, garage door,
- Installing** shutters, flower boxes, shed, patio cover,
- Adding** paving stones, side yard sidewalks, a door to the garage,
- Modifying** any landscape visible from the street, flowers, shrubs, trees,

(this is not a complete list)

...Please comply with the CC&R's and submit an ACC Application prior to beginning any project.

Thank you.

EVERGREEN HEIGHTS OWNER'S ASSOCIATION ARCHITECTURAL APPLICATION

Please complete this request form and attach any additional attachments needed for review of your proposed property improvement. We do not return original color samples unless additional copies are included.

Mail or deliver to: Evergreen Heights Owners Association
C/O Vantage Community Management
8290 – 28th Court NE
Lacey, WA 98516

From: _____ Date: _____
OWNER

MAILING ADDRESS CITY ZIP

() HOME PHONE () BUSINESS PHONE

Property Address: _____

Lot #: _____

Architect, Engineer, or Owner's Representative: (if applicable)

NAME PHONE

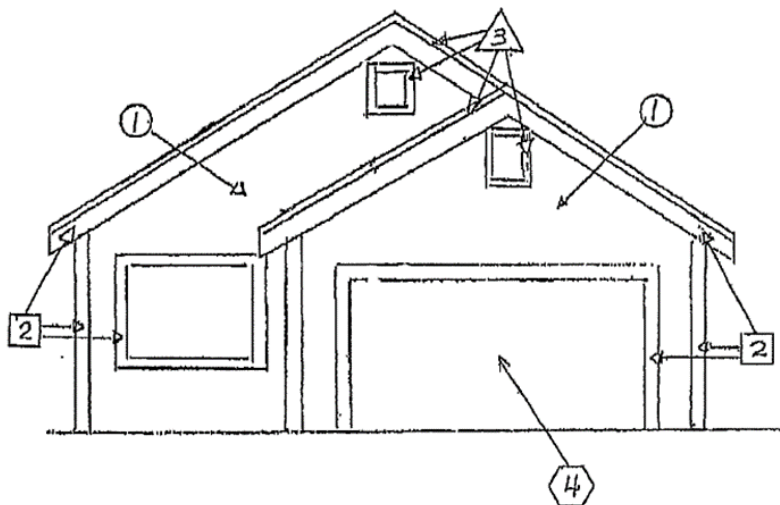
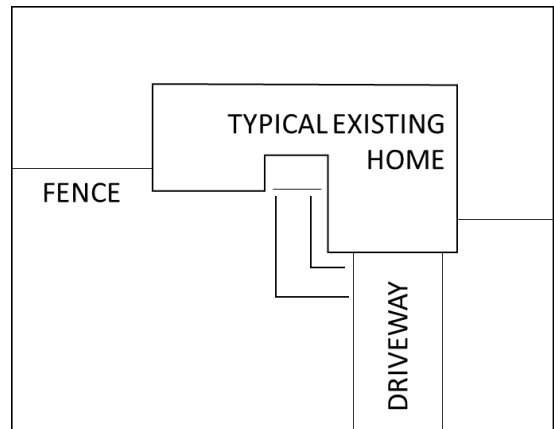
STREET ADDRESS CITY ZIP

Description of changes desired – give full details of purpose and/or reason, type, and colors of materials to be used and location on the lot:

PLEASE INCLUDE THE FOLLOWING INFORMATION WITH YOUR REQUEST:
(ATTACH ADDITIONAL DRAWINGS TO THIS FORM.)

1. Description of improvement.
2. Location of residence on lot and the dimensions from lot lines.
3. Complete dimensions of improvement proposed.
4. Measurements of improvements in relation to residence and lot lines.
5. Description of materials and color scheme, including paint chips.
6. Drawings to show affected elevations.
7. Height of trees at maturity.

EXAMPLE:



1. BODY:
2. SMALL ACCENT TRIM:
3. LARGE FASCIA TRIM: (White)
4. GARAGE DOOR:
5. FRONT DOOR:
6. SHUTTERS:
7. OTHER:

NEIGHBOR NOTIFICATION:

The intent is to advise your neighbors who own property adjacent, facing, or impacted by the improvement(s) to your lot (property) line. Neighbors are to sign this form and initial plans. Comments may be written on the back of this form. Neighbor approval/disapproval shall only be advisory and shall not be binding in any way on the Architectural Committee’s decision.

NEIGHBOR NAME & ADDRESS	SIGNATURE
NEIGHBOR NAME & ADDRESS	SIGNATURE
NEIGHBOR NAME & ADDRESS	SIGNATURE

I UNDERSTAND AND AGREE THAT:

1. No work on this request shall commence until written approval of the Architectural Review Committee has been received.
2. All improvements, other than new residences, approved by the Architectural Review Committee must be completed within on hundred eighty (180) days after approval. Completion time for new residences shall be as specified by the Committee as a condition of its approval. Failure to complete the work within the prescribed period of time will cause the approval to be rescinded and resubmission will be required. Extenuating circumstances should be brought to the attention of the Architectural Review Committee.
3. Within thirty (30) days of completion of improvements, I will notify the Architectural Committee in writing of such completion in order for the Committee to make its inspection in compliance with approved plans and specifications.
4. That the “Conditions of Approval” section of the Architectural Standards for my community shall apply to any approval.

PROPOSED STARTING DATE: _____

COMPLETION DATE: _____

SIGNATURE: _____

OWNER (Authorization of representative must be attached)