

**MONTAINE AT ALDARRA HOA**

**Architectural Control Committee Approval Request Form**

Name: \_\_\_\_\_ Date Submitted to ACC: \_\_\_\_\_

Address: \_\_\_\_\_ Lot # \_\_\_\_\_ Phone: \_\_\_\_\_

The Montaine at Aldarra **Declaration of Covenants, Conditions and Restrictions Article XI: Architectural Control Committee; Section 2, Jurisdiction and Purpose, (pg. 18)** states that the committee, or Declarant if a Committee has not been appointed, shall review proposed plans and specifications for residences, accessory structures, fences, walls, appurtenant recreational facilities other exterior structures to be placed upon the Lots or Properties. No exterior addition or structural alteration may be made until plans and specifications showing the nature, kind, shape, heights, materials and location of the proposed structure or alteration have been submitted to and approved, in writing, by the Committee. The Committee shall also review proposals to change the exterior color of residences in the community. The Committee shall determine whether the exterior design and location of the proposed structure, alteration, or color change harmonizes with the surrounding structures, surrounding natural and built environment, and aesthetic character of other residences in the Montaine at Aldarra community..

**Section 6, Submission of Plans and Specs:** states that all plans and specifications required to be submitted to the Committee shall be submitted by mail to the address of the Committee in duplicate. The written submission shall contain the name and address of the Owner submitting construction plans and specs which shall include, but are not limited to, a site plan, architectural, grading, and lighting and landscape plans. The plans and specifications should contain the following information: (1) The location of the residence, doorways, windows, garage doors, accessory structures, property lines, easements, setbacks, landscaping, retaining walls, fences and the driveway upon the lot; (2) building elevations for all sides of the residence and/or accessory structures with reference to the existing and finished Lot grade. Include foundation, windows, garages, doorways, roof pitch, porches, decks, stairways; (3) the elevation of the landscaping, retaining walls, and fences with reference to the existing and finished Lot grade. Materials, colors, and textures under consideration must be indicated. For proposed fences, retaining walls and rockeries, show relationship to walls, fences, rockeries and grades on adjacent Lots; (4) drainage flows; (5) exterior finish materials, colors, and textures under consideration. Include roof; (6) landscape plan indicate species of plant material, size and height, and location; (7) other information which may be required in order to determine whether the standards in the Declaration and the Design Guidelines set forth and reference to in Article XIII, section 2 have been met.

**The ACC shall approve or disapprove proposed plans within thirty (30) days** after the receipt of plans and specifications of all blueprints, elevation diagrams, specifications, and other materials and information, which the ACC may require. The ACC may require the applicant to reimburse the ACC for costs of inspections, plan review and consultants or other expenses that may be incurred by the ACC in the review and approval process of the plans.

**ALL APPROVALS ARE SUBJECT TO THE MONTAINE at ALDARRA HOA COVENANTS.CONDITIONS AND RESTRICTIONS**

**THIS REQUEST IS FOR THE FOLLOWING PROJECT** (The homeowner is responsible for all required permits):

- ☐ Clearing, grading, or removal of natural vegetation or stumps and landscaping: trees over 6" diameter
- ☐ Constructing, Altering, or Adding to: fence; wall; deck; bulkhead; dog run; above-ground swimming pool;  
radio tower; satellite dishes; television/radio antennas; other structure
- ☐ Addition to, or Altering Exterior of any Building: remodeling; re-roofing, re-siding; painting; windows; etc.
- ☐ Other improvements, (please explain) \_\_\_\_\_

**THIS WORK WILL BE PERFORMED BY:** ☐ Homeowner ☐ Builder/Licensed General Contractor

Builder/Licensed General Contractor Name \_\_\_\_\_

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

Phone Number: \_\_\_\_\_ Contractor License No. \_\_\_\_\_

**Please write a brief description of your project. ACC GUIDELINES:** The external design must be in harmony with existing structures, the location reasonable in relation to topography, surrounding structures and streets.

Please check ☐ **ATTACHED** are 2 copies of the site plan, blueprints and specifications showing the nature, shape, height, materials, colors and location of the project. Paint samples must be attached.

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***Please submit this request to:*** Debbie Weaver, Best Management Co., P.O. Box 938 Kirkland, WA 98083  
**Email:** Debbie@bestpmc.net    **Phone:** 425-652-7132

**ACC ACTION -> Date:** \_\_\_\_\_ **Response:** \_\_\_\_\_ **APPROVED** \_\_\_\_\_ **NOT APPROVED** **\*\*See Comments**

ACC Signatures: \_\_\_\_\_

**\*\*COMMENTS:** \_\_\_\_\_  
\_\_\_\_\_

**It is the Owner's responsibility to obtain any Permits that are required through the city, county or any other governmental bodies before beginning any project. Any ACC approval is not a substitute for the approval of these agencies.**