

Diamond Summit at Leisure Woods II HOA Architectural Review Request and Approval

Owner: _____
Contact Email: _____ **Tel#** _____ **Cell#** _____
Lot and Block: _____
Date: _____
Requested Start Date: _____
Estimated Complete Date: _____
Plans Attached (include all elevations, tree removal, measurements, external colors and finish materials): _____

Owner acknowledges that the Diamond Summit at Leisure Woods II Home Owners Association controls the approval of driveway access and construction on all lots within its boundaries. These controls include the approval of any plans for access and construction, lot modification and tree removal. Owner also has read the appropriate CCR's and By Laws and understands the obligations to comply with the published documents and any Rules and Regulations as provided by the Board and Architectural Review Committee. These documents are available on the Association's website (diamondsummit.org). Approval of this form by the HOA President, or assignee, constitutes acceptance of the owner's submitted plans and authorizes the owner to proceed within 90 days. It also obligates owner to notify the Architectural Committee of any changes in the information provided for initial review. None of these controls relieves the owner from responsibility to comply with all county and state regulations including appropriate building and *fire codes*. These also include public road access permit and building permits as required by County Codes. Owner plans for access should be included in plan submission and include maintaining the drainage grades from the roadway and not interfere with water system or power supply areas. Damage caused by unapproved access is the responsibility of the owner. Applicant understands that the Board and Architectural Review Committee interpret "breaking ground" as any shovel or tractor work approved by the HOA Architectural Review Committee and Klamath County. Driveways should not be constructed before the request for plans are approved.

Please note that external construction as provided in your plans must be completed in 12 months from ground breaking as required in paragraph 4.27 of our CCR's. This ARC permit is valid for 12 months from approval. Extensions require resubmission or a request for additional time. These requests can be submitted via email to the President. These communications need to be timely and are intended to allow time to see your project completed in a timely manner.

The owner is accountable for contractors and worker behavior during all phases of construction. The owner shall be responsible to notify contractors and workers of their responsibility for conduct, site order and cleanliness. Landscape and construction debris

left to accumulate and become a slightly nuisance for neighbors is not permitted. All workers should keep their vehicles managed, deliveries controlled, debris cleared and ROW's and easements unobstructed. Concrete providers should not clean their equipment on HOA common property (roadsides). All pets should be on a leash and under control at all times. Contractors should be notified not to start their activities before 7am on weekdays and 8am on weekends. If you have questions regarding any of these restrictions please notify the President or an ARC member. We suggest you share this document with your contractors.

We encourage members to check their set back requirements with the county to insure they are correct. It is also important to remember that excavation to allow access for driveways should be approved in advance of "breaking ground" and cannot obstruct or jeopardize reasonable access to power cabinets, utility terminals or HOA Water Service. All external construction should be completed in one year from start.

Please make arrangements for your portable toilet as soon as work schedules are arranged.

Our Association is responsible for all common areas including road frontage, road and asphalt maintenance. As a result heavy equipment should not be allowed to abuse the road surface and asphalt protective measures should be applied. Any damage to the surface will be reported to the Association and repaired at owner's expense. The Association will periodically inspect the site to insure compliance.

Your plan request should be submitted to Diamond Summit Home Owners Association at PO Box 1094, Crescent Lake, Oregon 97733. You can also email the form and attach your documents electronically if you so desire. The Association web site is Diamondsummit.org and includes email references as well as all documents you will need for reference. **Direct your inquiry to the HOA President and please provide a contact telephone number and email to facilitate timely response.** Allow 30 days for acknowledgment and interaction from the review committee. The Committee will do its best to expedite your response. It is also advisable to consider your request for a water hook up. You will find this information also on the web site which is our primary communication tool for Association members. Members account must be current and no balance due to be approved.

Signed: _____ Date: _____
Owner

Approved: _____ Date: _____
HOA Representative

ARC members voting on request:

FOR _____

AGAINST _____