



Meadows At Timberhill Homeowners Association

Architectural Review Committee Request Form

Request Date: _____

Owner's Name: _____

Owner's Address: _____

Home Phone Number: _____ Work Phone Number: _____

E-Mail: _____ Fax Number: _____

Address of Property, if different: _____

A number of possible alterations are not allowed under any circumstances: exterior painting, roofing, adding windows, etc. If you are unsure, contact Willamette Community Management at (541) 791-7348.

☐ **Screen Door:**

Material: _____ Color: _____

Style or Design: _____

☐ **Trellis:**

Location: _____ Material: _____

Color: _____ Style or Design: _____

☐ **Shrubbery / Landscaping:**

Types: _____ Locations: _____

Planting Size: _____ Mature Size: _____

(A lot layout showing the location of the shrubbery and/or landscaping must be attached.)

☐ **Tree(s):**

Tree Type: _____ Location: _____

Planting Size: _____ Mature Size: _____

(A lot layout showing the location of the trees must be attached. Large trees may require approval from affected neighbors.)

☐ **Shed:**

Location: _____ Type: _____ Material: _____

Size: _____ Color: _____

(A lot layout showing the location of the shed and a picture of the shed type must be attached. You may be required to obtain approval from affected neighbors.)

☐ **Fencing (units with back yards only):**

Location: _____ Type: _____ Material: _____ Color: _____

(A lot layout showing the location of the fencing and a sketch of the fencing must be attached.)

☐ **Decks/Gazebos/Pergolas (units with back yards only):**

Type: _____ Location: _____ Size: _____

Material: _____ Height off Ground: _____ Color: _____

(A lot layout showing the location of the deck/gazebo/pergola and a picture must be attached.)

☐ **Play Equipment / Swing Sets (units with back yards only):**

Location: _____ Description: _____

Material: _____ Color: _____ Size: _____

(A lot layout showing the location of the play equipment and a picture of the product must be attached. You may be required to obtain approval from affected neighbors.)

☐ **Other Feature(s):**

Feature Description: _____

Location: _____ Color: _____ Size: _____

Material: _____

(A lot layout showing the location of the proposed feature and a picture of the item must be attached.)

Additional Information or Comments:

Architectural Review Committee Decision:

Approved ☐

Disapproved ☐

ARC requirements or comments:

***Any Structure or site preparation shall not in any manner adversely affect or interfere with the established drainage patterns over any neighboring lot or adjacent common areas.**

***Owner shall comply with all federal, state, and local land use regulations.**

***It is the owner's responsibility to contact the City of Corvallis building department to determine if a building permit is required. ARC approval does not indicate City approval. ARC application approval is voided if an owner does not apply for a building permit and receive final approval from the building department when a permit is required for a project.**

*** Owner is responsible to maintain all Improvements on property. Any and all future maintenance or repair to common elements as a result of the Improvement's installation remains the responsibility of the owner and not the HOA.**

ARC Representative's Signature: _____ **Date:** _____

All Architectural Review Control Request Forms will be reviewed within 30 days of receipt by the Committee.

The official ARC response will be sent to the email address listed in the first page of the form or to the email address on record for the lot noted in the form. The email will give an option to receive the response of the Architectural Committee via US Mail.

In addition to all costs incurred by the Owner in completing this project, the Owner shall be responsible for any costs incurred by the Association as a result of the work performed on this project, including but not limited to additional expense incurred to obtain and/or record legal documents, conduct required inspections, and to perform maintenance required by the rules of the Association or any governmental agency.

The Owner shall be responsible for all damage to property, injury to persons, and loss, expense, and inconvenience that may be caused by, or result from, the work performed on this project, and from any act, omission, or neglect of the Owner and its contractors and agents.

The Owner shall indemnify, defend (with counsel approved by Association), and hold harmless the Association and its officers, directors, agents, and members from and against all liabilities, damages, losses, claims, expenses (including reasonable attorney fees), demands and actions of any nature whatsoever which arise out of, result from, or are related to (a) any damage, injury, loss, expense, or inconvenience resulting from work done on this project, (b) any accident or occurrence which happens or is alleged to have happened at the project site, (c) any lien filed upon the project or bond claim in connection with the work (whether the lien is filed against the Owner or the Association).

Send request to:
Meadows at Timberhill HOA ARC
PO Box 805
Albany, Oregon 97321
or email to wcm@willamettecm.com