

SUMMER PINES VILLAS HOMEOWNERS ASSOCIATION
ARCHITECTURAL CHANGE AND LANDSCAPE IMPROVEMENT APPLICATION

Step 1. Review the Architectural Guidelines and the Summer Pines Villas Declaration of Covenants.

Step 2. Fill out this application:

Name: _____ Phone #: _____

Address: _____ Email: _____

Est. Start Date: _____ Est. Completion Date: _____

Contractor's Name: _____ Phone #: _____

Type of Alteration/Improvement: The following must be included with the application. Please Provide a set of plans or drawings along with detailed written description of the alteration/improvement to be made. Include details like the product brand/ colors/ color scheme/ materials.

The homeowner agrees to the following:

- A. No alterations/improvements may be commenced until written approval is received from the Architectural Review Committee (ARC). Alterations/improvements must be completed as represented in this Application, or as modified by any changes required as a condition of approval. Any changes directed by the city must be provided to the ARC.
- B. The Homeowner is responsible for obtaining any required building permits. A copy of any building permits required must be provided to the ARC to be filed with this application.
- C. The Homeowner, not the Association, Board of Directors, or ARC, is responsible for (i) the construction standards and specifications relating to the alterations/improvements and construction work; and (ii) determining whether the alterations/improvements violate any restrictions or requirements imposed by any governmental authority having jurisdiction over the Unit. The Homeowner is responsible for ensuring that all material, work, timing, etc. meet the codes and standards of the City of Hudson Building Inspection Dept.
- D. The Homeowner shall hold harmless, indemnify and defend the Association and its officers, directors, and agents from and against any expenses, claims, damages, losses or other liabilities, including without limitation attorneys' fees and costs of litigation incurred by the Association, arising out of (i) any part of the alterations/improvements which violates any governmental law, code, ordinance, or regulation; (ii) the adequacy of the plans or specifications submitted by the owner in connection with this application; and (iii) the construction of the alterations/improvements.
- E. The Association accepts no responsibility for damages that may be caused to any improvement during the process of Association maintenance. Any needed restoration to an improvement as a result of Association maintenance is the homeowner's responsibility.

Signature: _____ Date: _____

Step 3. Submit the application and attachments to **Summer Pines Villas Homeowners Association, Kingwood Management, 14520 61st St. Ct. N. Stillwater, MN 55082.** Email to: cwalsh@kingwoodmangement.com

Step 4. We will let you know if the ARC is approved or denied. Please note: In accordance with the Declaration of Covenants your contractors are not allowed to put advertising signs on your property.