

Brookshire Estates Homeowner's Association-Issaquah

Architectural Control Committee Review Form

SUBMISSION FOR PLAN OR COLOR PALETTE REVIEW

Prior to submitting the plan for review, please provide the following information on this form. The Committee requires this information to expedite the decision making process. If you have any questions or difficulty completing this form, please contact any member of the Architectural Control Committee or a current board member.

1. Owner's Name: _____
2. Owner's Address: _____
3. Lot Number: _____
4. Telephone number: (_____) _____ - _____ E-mail: _____
5. Have you discussed this project with neighbors abutting your property? _____
6. Have you read your C.C. & R's and understand the restrictions and provisions relating to new structures and/or painting? _____

DESCRIPTION OF PROJECT

Please provide the following information on 2 copies of a Plan Drawing of your entire property. One copy will be returned to you with committee comments, the other will be retained for the committee records. The plan should be to scale but does not have to be professionally drawn. It is suggested that you use graph paper for this task. The drawing may be drawn free hand, but should be legible. If this submission is for repainting your house, the Committee has a copy of the original color palette for the majority of the homes in our association. You can select your colors from this palette or provide a sample of your proposed color chips.

Provide the following information as they pertain to your submittal. If you are only submitting for color palette review refer to item (g) below. If you are submitting for extensive re-landscaping refer to item (f).

- a. Location of existing house on the lot including location of existing patios, fences, rockery, trees and other major elements.
- b. Location of proposed new structure or alteration on the lot (or to the house).
- c. Elevation of the structure with reference to the existing lot grades. (How high is it above the ground?)
- d. Exterior finished materials and color. (If proposed material and colors are the same as your existing house, indicate as being the same, unless the entire house is to be painted then you must refer to item g).
- e. Exterior elevation of all sides of the project (If you are having something built from a kit or prefabricated, a brochure, photograph or drawing from the builder for the structure being built is sufficient).
- f. Landscape Plans (If extensive re-landscaping is required or proposed, plans are required to be submitted for review).
- g. Paint color chips, if repainting, a min size of 4" x 6" attached to "Color Palette Submission Chart" sheet provided. The proposed colors that you are submitting should be painted on your house for review by the members of the Architectural Control Committee. The paint colors should be at a minimum 1'-0" x 1'-0" in area. Indicate trim and main house colors.

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7. Project specifications if applicable (If your project is large, the builder will supply you with information specifying all materials and the quality of the materials and workmanship he plans on providing. If the project is small, this information is sometimes included in a brochure or pamphlet).
8. Schedule. (Provide date of project start up and date of completion).
9. Construction equipment required. (Typically on larger projects trailers, trucks, dumpsters, etc. are required to facilitate the construction of a project. These are usually located on the property or on the street. If possible please provide a list of equipment and duration that they will be required for the project. Also include the Contractor's name and telephone numbers).
10. Other information which may be required to help the Committee determine whether the structure conforms to the standards set forth in the C.C. & R's.
11. Be aware of the restrictions on constructing structures within the required setbacks from property lines.
12. **PLEASE NOTE:** It is the responsibility of the applicant to secure all permits and satisfy all local codes. As stated in the C.C. & R's Article XVI, Section 13 Compliance with Code:

"In all cases, Ultimate responsibility for satisfying all local building codes and requirements rests with the Owner and Contractor employed by the Owner. The Committee has no responsibility for ensuring that plans and specifications which it reviews comply with local building codes and requirements. The Committee shall be held harmless in the event that a structure which it authorizes fails to comply with relevant building codes and zoning requirements. No person on the Committee or acting on behalf of the Committee shall be held responsible for any defect in any plans or specifications which are approved by the Committee nor shall any member of the committee or any person acting on behalf of the Committee be held responsible for any defect in a structure which was built pursuant to plans and specifications approved by the Committee."

Attachments:

1. Color Palette Submission Chart

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COLOR PALETTE SUBMISSION CHART:

Trim Color: (Attach color chip in box below)

Main House Color: (Attach color chip in box below)