

Silver Creek Homeowners Association Architectural Submittal Form

In accordance with the Silver Creek Homeowner's Association Conditions, Covenants, and Restrictions, the following form must be submitted to the Architectural Control Committee for the following:

Fence Install/Replace	Shed	Car port
Deck Install/Replace	Patio	Hot tub or spa
Impervious Path/Surface	Shutters	Change In Color
Hedge Install/Remove	Addition	Play Structure
Irrigation	Pool	Major landscaping
Trellis/Arbor/Gazebo	Wall	Dog Run
Driveway Replacement	Water feature	Satellite dish
Driveway Expansion	Kennel	Awning
Clearing/Grading/Filling	Air conditioner	Other buildings

This list is intended to give examples, and may not include every situation. Please contact the Architectural Control Committee, prior to any work being done, if there is any question.

Upon completion of this form, please send to:

JCHiggins & Associates
PO Box 731029
Puyallup, WA 98373-0030

Homeowner Information:

Neighborhood (i.e. Grayhawk, Hillsboro, etc.): _____ Lot # _____

Homeowner Name: _____

Address: _____

Daytime Phone: _____ Evening Phone: _____

Email: _____

Contractor Name: _____ Phone: _____

The following instructions will assist you in preparing a complete application.

1. Describe and/or indicate type of proposed project:

(Check applicable statements below)

- Landscape installation or change – indicate quantity, type, size of plant material and type and color of rock, brick, wood, etc.
- Fence construction/modifications – indicate materials used, signed copy of ‘Exhibit B’ (form attached)
- Painting – include labeled paint samples
- Concrete – indicate materials used, use of concrete area
- Deck – indicate raised decks, materials used and colors, location of any equipment with screening details, height of decks, etc.
- Play Structure – indicate materials and colors used, dimensions of structure
- Shed – indicate materials and colors used, dimensions of structure
- Other

2. Attach one site plan showing location, set back measurements for front, side, and rear.

3. Attach construction drawings (picture or sketch may suffice).

4. Certification of square footage if the request is for a structure, building addition or alteration.

5. Disclosure statement (form attached).

Other Specific Requirements:

- The construction site shall be kept in clean, workmanlike order. Adjacent lots, streets, and common areas shall be kept free of construction materials, waste, and debris.
- Erosion control measures shall be installed and maintained to Pierce County and State codes prior to commencing any excavation. In performing any grading, site improvements, or construction upon the premises, adequate provision shall be made for handling the run-off of surface waters in a manner which will not damage streets or adjoining properties, and at all times, construction shall be conducted in such a manner as to preserve lateral support for adjoining properties and prevent significant adverse impact to adjacent lots.

- Applicant is aware that he/she will be notified if additional information is needed. Any application will automatically be denied at the end of 30 days from the application submittal date if the specified information is not received.
- Applicant is aware that some of these lot improvements may require a **Pierce County Building Permit**. Call 253-798-3741 (Building Codes or Zoning Codes) or 243-798-3739 (Permit Information Line).
- Upon approval, the homeowner will receive an approval letter as well as a Silver Creek ACC Permit. This permit is to be displayed in a front window of home where it will be clearly visible from the street.

THE UNDERSIGNED HOMEOWNER(S) COMPLETELY UNDERSTANDS THE ABOVE REQUIREMENTS, CC&Rs AND ITS TERMS FOR CONSTRUCTION WITHIN THE SILVER CREEK RESIDENTIAL DEVELOPMENT AND TAKE FULL RESPONSIBILITY FOR COMPLIANCE WITH THE SAME.

Owner Signature: _____ Date: _____

Owner Signature: _____ Date: _____

For ACC Use Only:

Approved by the ACC subject to the following conditions:

Additional Info Requested: ____/____/____ Approved: ____/____/____
 Denied: ____/____/____