

**PERSIMMON COUNTRY CLUB COMMUNITY
HOMEOWNERS ASSOCIATION
APPLICATION FOR ARCHITECTURAL (DESIGN) CHANGE**

Process & Instructions

All changes to property within the Persimmon Community must be approved, in advance, by the Homeowners Association through what is called the Design Review (i.e., Architectural Review) Process. The steps involved are:

1. Owner must complete the attached application form and submit it to the Association's community manager at Community Management, Inc. (CMI) who will see that it is received by the Board sub-committee for Design Review. CMI may be contacted at 503-233-0300; ask for Persimmon's community manager. All proposals are evaluated in relation to the Association's Design Standards.
2. The Board sub-committee will either, (a) grant immediate approval, (b) request additional information, (c) reject the proposal, or (d) refer it to its contracted architect for further analysis. If the proposal must be considered by the architect, the homeowner will bear the cost and be required to submit a deposit ranging from \$115-\$500, depending on the complexity of the proposal. Charges are for time spent, thus it is important that all pertinent materials be submitted with the application. In some, more complex cases, an additional deposit may be required. The amount of any unspent deposit will be refunded to the applicant.
3. If the proposal must be considered by the architect, he will submit his recommendation to the Board sub-committee which will then make its decision and notify the applicant.
4. A written record of all related action will be kept. All parties, including all HOA board members, will be kept informed.
5. If the homeowner disagrees with the decision of the Board sub-committee, the applicant may ask that the full Board of Directors reconsider it. Such reconsideration will be undertaken at the earliest possible time. The Board's decision will be final.
6. Note that all construction and installation of any improvements must comply with local, state, and federal building and land use regulations. Compliance with these regulations is the responsibility of the homeowner as is obtaining any necessary permits.
7. Please submit this application to the Persimmon Country Club Community Homeowners Association, through CMI (see above) at least 30 days prior to beginning your project. The Persimmon HOA will do all it can to have your application reviewed in a timely manner so as not to impede the completion of your project.

Note: Repainting one's home with the original color does require an application, just as do minor changes in color. Changes in trim and accent also require an application. If your chosen color is not your original color but is similar, be sure to submit a color sample. Such applications are routinely approved.

Persimmon Country Club Community Homeowners Association

APPLICATION FOR DESIGN (ARCHITECTURAL) CHANGE

What is the TYPE OF CHANGE you would like to make: Is it an addition, remodel, repainting, change to landscaping, etc.?

DESCRIPTION OF CHANGE: (i.e., size, height, materials, color, etc.). Please submit samples of paint color, roof tile, and siding materials if these are part of your application for change.

LOCATION OF CHANGE: (front, back, side, including a line drawing showing the house location, property lines, and improvement, if applicable)

PRINT HOMEOWNER NAME & PHONE NUMBER

EMAIL ADDRESS: _____

HOMEOWNER SIGNATURE

PROPERTY ADDRESS

DO NOT WRITE BELOW THIS LINE. THIS SPACE FOR COMMITTEE USE ONLY