

****Sketch of Project
Required****

LAKELAND VILLAGE COMMUNITY CLUB
ARCHITECTURAL CONTROL COMMITTEE
P. O. BOX 184, ALLYN, WA. 98524 (360-275-3508)
EMAIL: office@lvcc.com Website: www.lvcc.com

***** Projects within 100 Feet of
Shoreline require Mason
County Approval*****

PROJECT PERMIT APPLICATION

*****DO NOT USE THIS FORM FOR NEW CONSTRUCTION OR ADDITIONS*****

DO NOT BEGIN ANY WORK WITHOUT APPROVAL FROM THE ACC.

HAVE YOU READ THE COVENANTS AND RESOLUTIONS FOR YOUR DIVISION???

DATE _____ LOT _____ DIVISION _____

PROPERTY OWNER(S) _____

PROPERTY ADDRESS _____

MAILING ADDRESS _____

EMAIL _____ PHONE _____

Do you have a name sign? () YES () NO If YES, what name is on the sign? _____

CONTRACTOR NAME, ADDRESS, TELEPHONE, WA. STATE LICENSE NO: _____

Nature of Project (check all boxes that apply): Please include a sketch of the property with the location of the proposed project. For painting, attach color samples. For roofing, attach color samples and proof of 40 yr warranty.

- () Tree Removal - # Trees to be removed _____ (explain)
 - ARE TREES TAGGED? YES _____ NO _____**
 - Arborists Recommendation () Yes () No
 - Replanting Plan may be required.
- () Clearing for New Construction only
 - Not to exceed footprint of garage, walkways, driveways or other outbuildings of new construction.
- () Major Landscaping/Sprinkler Systems
- () Fencing
- () Paint (Attach color samples)
- () Roofing (Attach color and 40 yr warranty)
- () Retaining Walls
- () Other project creating exterior changes. (explain)

County Permits, if required, obtained and copy submitted () Yes () No Permit #: _____

*****PERMITS WITHIN 100 FEET OF LAKESHORE REQUIRE MASON CO. APPROVAL*****

Description of Project: _____

Before submitting your application, please have all docs listed in #1 on back page under "What to Submit" that are appropriate to your project.

PROPERTY OWNER SIGNATURE(S): _____ **Date:** _____

ANTICIPATED START DATE: _____ **ANTICIPATED COMPLETION DATE:** _____

*****FOR ARCHITECTURAL CONTROL COMMITTEE USE*****

() Approved () Permit not required () Disapproved – Reason for Disapproval: _____

_____ Date: _____

Three ACC signatures required for approval

Is a replanting plan required? Yes _____ No _____

Property Representative Contacted: _____ Date: _____

Comments: _____

1. Instructions

- **Approval:** An approved project permit application is required prior to project activity, including tree removal, clearing, grading, and road building, remodeling or repair affecting exterior appearance, and installation of golf ball netting, docks, floats, fencing, dog runs, or other exterior changes to the property.
- **What to Submit.** Along with this Project Permit Application, you must submit, where applicable, the following:
 - A dimensioned site plan, location lot lines, setbacks, residence, decks, outbuildings, clearing, driveway, parking area, heat pump, propane tank, fencing, dog run, all evergreen trees noting which will remain and which will be removed, and all other activity subject to permitting requirements.
 - Landscape plan

2. Process

- If there are any questions, arrange to meet with the Architectural Control Committee (ACC) or call the office before you submit your application, to clarify procedures and rules. A copy of the Project Permit Guidelines and Resolutions are available in the Community Club office and on-line at www.llvcc.com. Submit your Project Permit Application.
- At the time you submit your application, stake the location of all buildings and other project activity. Flag, with surveyor's tape, all trees and vegetation which you wish to remove.
- The ACC will inspect the site following your application submission. A representative will contact you if there are any questions.
- The application will be reviewed by the ACC.
- Upon approval, the LLVCC office will contact you. The permit will be posted on the property.
- If you need to make any changes to your permit affecting exterior appearance or dimensions, the changes must be approved under a separate Project Permit Application.
- Upon completion of the project, notify the ACC, which will inspect for compliance. If possible, arrange to be present for the inspection. If corrections are necessary, you will be notified of what is required, and a timetable.

3. Information for Applicants

- **DO NOT BEGIN ANY WORK WITHOUT APPROVAL BY THE ACC.**
- Your project must be completed within the agreed timeframe. After that time, the permit will expire. Reasonable extensions are available.
- Contractors' signs must be removed within 30 days after completion.
- Debris from lot clearing must be hauled away. Burning is not permitted within Lakeland Village.
- Do not trespass on the property of others.
- No variances from the covenants and/or resolutions will be allowed unless authorized by the LakeLand Village Board of Trustees. Approval is subject to securing state and local approval for aspects of the project requiring such approval.

4. Agreement

By signing this application, I agree to abide by all covenants, articles, by-laws, regulations, resolutions, and the project permit guidelines of the LakeLand Village Community Club and that I have read all such rules, or have had the opportunity to do so, and waive my right to read them. I assume all responsibility for work performed by myself, my contractors, subcontractors, or anyone else who works on the project. I agree to abide by all terms and conditions of this permit and approval understanding that penalty fines will be imposed if found to be in noncompliance.

Please return your application to:

Lakeland Village Community Club Office
Or PO Box 184
Allyn, WA 98524

*****FOR LLVCC OFFICE USE ONLY*****

Date: _____

Date: _____

For LLVCC Office Use Only

DATE RECEIVED _____

In Person

Mail Email

Under office door

ACC Log:

_____ Date _____ Initials