

OWNER CONSTRUCTION AGREEMENT

(FOR ADDITIONS/REMODELS)

As a homeowner at The Ridge at Eagle Crest requesting an addition/remodel to the home on Lot No._____, I/we have read and will conform to the current Policies and Guidelines established by the Ridge at Eagle Crest Owners Association Architectural Review Committee (“ARC”) including section 6.0; Construction, subsection 6.01.02; Contractor Conduct, and the submittal form and application. I/we fully understand the requirements of this submittal.

Enclosed is the construction/remodel fee of:

\$850.00 for a major remodel or \$400.00 for a minor remodel, of which \$200.00 may be refunded upon a final inspection by a representative of the Architectural Review Committee.

Any change in the exterior design and/or construction from the original submittal will be resubmitted to the Committee for approval.

DATE: _____ Phase # _____ Lot # _____

Eagle Crest Property Address: _____

OWNERS SIGNATURES: (Signatures of all owners required)

Print Owner Name

Owner Signature

Print Owner Name

Owner Signature

----- For Office Use Only -----

Date Received: _____ Submitted by: _____ Received by: _____

BUILDERS AGREEMENT

I have read, fully understand and will conform to the current Policies and Guidelines established by the Ridge at Eagle Crest Owners Association Architectural Review Committee (“ARC”), in connection with all construction work performed by me and my subcontractors on Phase No. _____, Lot No._____.

I am aware of the building contractor regulations set by The Ridge at Eagle Crest Owners Association, (see section 6.0; Construction, subsection 6.01.02; Contractors Conduct, and the sign policy set forth in the ARC Policies and Guidelines) and agree to abide by these policies. I understand fines may be assessed against me and/or the lot owner for violation of these Policies and Guidelines by the Association or ARC.

DATE: _____ Phase # _____ Lot # _____

Eagle Crest Property Address: _____

BUILDER SIGNATURE:

Print Builder Name

Builder Signature

Mailing Address: _____

Phone: _____ Email: _____

----- For Office Use Only -----

Date Received: _____ Submitted by: _____ Received by: _____

LOT DRAINAGE ACKNOWLEDGEMENT

As a property owner at the Ridge at Eagle Crest, I/we have read and will conform to the current Policies and Guidelines established by the Ridge at Eagle Crest Owners Association Architectural Review Committee (“ARC”), including but not limited to sections 3.01.08 & 5.02.04. I/we fully understand the requirements of this submittal.

Each homeowner is responsible for managing drainage through their property in ways that reduce potential for impacts on neighboring properties.

- I/We assume full responsibility for the drainage on and through our property and fully understand that, at the discretion of the ARC, I/We may be required to employ the services of a qualified engineer or hydrologist at our expense.
- I/We assume full responsibility for the installation of storm water control facilities to contain onsite storm water from all impervious surfaces.
- I/We accept the burden of and agree not to alter or interfere with any established drainage channels that may exist upon our lot.

DATE: _____ Phase # _____ Lot # _____

Eagle Crest Property Address: _____

OWNERS SIGNATURES: (Signatures of all owners required)

Print Owner Name

Owner Signature

Print Owner Name

Owner Signature

----- For Office Use Only -----

Date Received: _____ Submitted by: _____ Received by: _____

SUBMITTAL FORM AND APPLICATION (For Exterior Alterations & Remodel Construction)

Property Owner: _____

Mailing Address: _____

Telephone: _____ Email: _____

Contractor Name (*if applicable*): _____

Telephone: _____ Email: _____

Contractor Mailing Address: _____

Type of Submittal: *Major Addition / Remodel* *Minor Remodel / Alteration*

Phase #: _____ Lot #: _____ Eagle Crest Property Address: _____

Square footage of alteration _____ Deed Restricted Lot? Yes No (See Section 3.01.07.6)

The Architectural Review Committee, as provided for in The Ridge at Eagle Crest Owners Association Declaration of Protective Covenants, Conditions, Restrictions and Easements, exists at The Ridge at Eagle Crest to maintain high standards for design development and appropriate use of homes and property. When an owner wishes to make alterations or additions to an existing home, application is to be made to the Committee by using this form. Completion of the following pages will provide the Committee with the information necessary to review the proposed construction for compliance with the Policies and Guidelines. The Architectural Review Committee representative can be contacted for information and assistance.

PROCEDURE FOR OBTAINING ARCHITECTURAL REVIEW COMMITTEE APPROVAL

1. Complete and submit the appropriate applications and forms. Notice of action taken by the Committee will be mailed to applicants as soon as possible. Applicants must respond to the Committee in writing following receipt of the concerns of the Committee.
2. Submittals must include a detailed site plan. Additional plans such as elevations, topographical maps, and survey may be required if necessary.
3. Payments required prior to ARC review include:

MAKE ALL CHECKS PAYABLE TO: The Ridge at Eagle Crest Owners Association (“RECOA”)

MAJOR ADDITIONS/REMODELS		
SUBMITTAL REQUIREMENTS	FEE	DEPOSIT ALLOWANCE
ARC Application for exterior alterations, additions, and/or remodeling	\$850	\$200 of the deposit may be refunded upon satisfactory completion of the remodel work as approved.
Total ARC Payments	\$850	A total payment to the ARC is required for additions/remodels prior to review

MINOR ALTERATION/REMODELS		
SUBMITTAL REQUIREMENTS	FEE	DEPOSIT ALLOWANCE
ARC Application for additions and/or remodeling	\$400	\$200 of the deposit may be refunded upon satisfactory completion of the remodel work as approved.
Total ARC Payments	\$400	A total payment to the ARC is required for additions/remodels prior to review

ITEMS TO REMEMBER:

1. Architectural Review Committee approval is valid for six months for remodeling and other exterior alterations. If work has not commenced in that time, a new application must be made with an additional deposit required.
2. All proposed exterior alterations on your lot must be completed within twelve (12) months of written approval from the ARC.
3. The Architectural Review Committee assumes no liability for encroachments into platted setbacks, solar setbacks or onto easements or neighboring property. Be sure to check the plat of your lot and property lines to avoid encroachments and trespass. If pins cannot be located, a survey must be conducted to locate property lines.
4. Any proposed exterior alteration in managed neighborhoods (Creekside, Desert Sky, Vista Rim, Highland Parks, Eagle Creek, Forest Ridge, and Forest Greens) require additional approval by the RECOA Board of Directors. Following review of submittals in these neighborhoods, the ARC will forward the application along with committee recommendations to the RECOA Board for their consideration.

All applicants are required to submit one set of building plans and one detailed site plan. Due to the detailed information required for the site plan and the on-site building stakeout/string line requirements, the ARC advises the applicant to have a professional surveyor prepare the site plan and place the stakes and string lines.

----- For Office Use Only -----

Date Received: _____ **Submitted by:** _____ **Received by:** _____