

Simplified Architectural Change /Repair Application

Required for exterior Single Family Village home repairs resulting from May 25, 2008 storm damage.

It is likely that your home was damaged and may need repair. We highly recommend contacting your insurance company to have an expert inspect it as soon as possible. Keep in mind that Covenants govern all exterior changes and improvements including repairs. To retain the architectural character and value of our neighborhood, the ARC review process must be followed before work begins. This one-page Application was designed to simplify and speed up the approval process. Please see the reverse of this Application for further explanation, and to clarify answers, if necessary.

Step 1: Be aware of the Architectural Guidelines defined in the Declaration of Covenants

Step 2: Return this completed form to Josh Berger, Chair, SFV Arch. Review Committee 14318 Cosette Way N.

Email: jib@goodwellandcompany.com phone: (651) 644-2195 fax (651) 426-2589

Homeowner:

Phone:

Address

Email:

Contractors Name:

Phone:

MN License#:

1. Does the home's **roof** need replacement or repair? Yes No
if yes, are the proposed replacement materials the same style, size, color and quality as existing materials already installed on the home? Yes No
2. Do **windows** need replacement or repair? Yes No
if yes, are the proposed replacement materials the same style, size, color and quality as existing materials already installed on the home? (Including screens and shutters) Yes No
3. Does **siding** need replacement or repair? Yes No
if yes, are the proposed replacement materials the same style, size, color and quality as existing materials already installed on the home? (Including wood shakes) Yes No
4. Does any part of the home need to be **re-painted** or **re-stained**? Yes No
if yes, is the proposed replacement paint/stain the same color, quality, and finish as paint/stain already applied to the home? (Including body & trim color combinations) Yes No
5. Do **gutters** need replacement or repair? Yes No Not Applicable
if yes, are the proposed replacement materials the same style, size, color, material and quality as existing materials already installed on the home?
6. Do any **exterior doors** (including garage doors) need replacement or repair? Yes No
if yes, are the proposed replacement doors the same style, size, color and quality as existing doors already installed on the home? Yes No
7. Does any **outdoor lighting** need replacement or repair? Yes No
if yes, are the proposed replacement materials the same style, size, color and quality as existing materials already installed on the home? Yes No
8. **Check all that apply:** The Contractor named above to perform work on the home's:
roof windows siding paint/stain gutters doors outdoor lighting
9. **Homeowner agrees** to Sections A, B, C, and D on the reverse side of this Application? Yes No

Homeowner Signature:

Date:

Section below to be completed by ARC Committee

Approved as submitted Hold for further clarification Recommend review by standard Application process

ARC Committee Signature:

Date:

Explanation of the Architectural Review Process:

One of the benefits of a homeowners association is the ability to create and maintain a pleasing and cohesive physical appearance within the neighborhood. Each homeowner, by accepting the Association's governing documents at closing, has agreed to abide by these terms for ensuring that high aesthetic standards are maintained within the Community. To accomplish this goal, the Single Family Village Board and its Architectural Review Sub-Committee is charged with reviewing any permanent exterior alteration or improvement. **Architectural Review Committee approval is required for any alteration or improvement to the exterior of your property.** Before you begin plans for any alteration or improvement, please consult your Declaration of Covenants. This document will give you a more detailed understanding of the architectural review process.

Reviewing Applications & Turnaround Time:

The ARC will review your Simplified Application, and will make recommendations for quick approvals to the SFV Board. All homes must submit Applications before beginning work. If homeowners wish to change paint color schemes, shingle styles, colors, etc. a standard Architectural Change Application is required. Paint samples, shingle samples, and etc. would be required with that standard Application. The SFV ARC has been instructed to prioritize and expedite Simplified Change/Repair Applications as soon as possible. The standard Architectural Change Application may take more time to review, to determine whether the changes are appropriate. Please contact Josh Berger for more information. Email: jib@goodwellandcompany.com

The following text comes from the Architectural Change Application – standard form:

The homeowner agrees to the following:

Section A: No alterations/improvements may be commenced until written approval is received from the Victor Gardens Single Family Village Architectural Review Committee or the Victor Gardens Single Family Village Board of Directors. Alterations /improvements must be completed as represented in this Application, or as modified by any changes required as a condition of approval.

Section B: The owner is responsible for obtaining any required building permits

Section C: The owner, not the Association Board of Directors, or Review Committee, is responsible for (i) the construction standards and specifications relating to the alterations/improvements and construction work; and (ii) determining whether the alterations/improvements violate any restrictions or requirements imposed by any governmental authority having jurisdiction over the Unit.

Section D: The owner shall hold harmless, indemnify and defend the Association and its officers, directors, and agents from and against any expenses, claims, damages, losses or other liabilities, including without limitation attorneys' fees and costs of litigation incurred by the Association, arising out of (i) any part of the the alterations/improvements which violates any governmental law, code, ordinance, or regulation; (ii) the adequacy of the plans or specifications submitted by the owner in connection with this application; and (iii) the construction of the alterations/improvements.

**Return this completed form to Josh Berger, Chair, SFV Arch. Review Committee 14318 Cosette Way N.
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Use the space below to explain answers found on the reverse of this Application. Attach additional sheets if necessary.