

PALMER POINTE HOMEOWNERS ASSOCIATION, INC.
ARCHITECTURAL AND LANDSCAPE IMPROVEMENT APPLICATION

Step 1. Review the Architectural guidelines defined in the Declaration of Covenants.

Examples of projects requiring Architectural Control Committee (ACC) approval include but are not limited to the following:

- **Decks** (decking either from Natural Lumber, Redwood and Cedar, ONLY, or from Composite or Plastic Lumber with a wood grain look; NO “Green/Pressure Treated” wood allowed)
- **Fences** (must be black wrought-iron look with thin vertical pickets and less than 6 ft.; NO pipe-frame, chain-link, or “Green/Pressure Treated” wood allowed)
- **Patios**
- **Retaining Walls** (or other hard-scaping e.g. Rocks/Boulders)
- **Landscaping** (addition, relocation, or removal of permanent Trees, Shrubs, Whole Flowerbeds, Exterior Lighting, etc.)
 - Planters/Urns and changes to annuals within whole flowerbeds are excluded from ACC approval requirements
- **Exterior Painting/Siding** (approval required ONLY if changing colors/style/materials, exterior Murals/Paintings are NOT allowed)
- **Satellite Dishes**
- **Children’s Play Equipment**
- **Permanent Sports Equipment** (equipment attached to residential structure is NOT allowed)
- **Accessory Structures** (allowed in rear of lot ONLY; must be 150 sq. ft. or less)
- **Pools/Hot Tubs**

Step 2. Fill out the application (page 2) for scheduled projects ONLY

Step 3. Submit completed application (including relevant attachments) via Palmer Pointe Website, www.palmer-pointe.com (This is the preferred method)

Alternative acceptable submissions:

Email PalmerPointeHOA@developcommunity.com Include all relevant attachments
Mail **Palmer Pointe Homeowners Association, Inc. C/O Community Development, 7100 Madison Avenue, Golden Valley, MN 55427**; single copy including all relevant attachments
Incomplete applications that have insufficient information will be denied.

Step 4. Wait for a response from the ACC. The Declaration of Covenants allows for up to 45 days for a response. However, the ACC will make all efforts to respond within 7-14 days from receiving all the required documentation.

Note: In accordance with the Declaration of Covenants, your contractors are NOT allowed to put advertising signs on your property.

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APPLICATION

Name(s): _____ Phone #: _____

Address: _____ Email: _____

Association Name: PALMER POINTE City: MINNETRISTA

Est. Start Date: _____ Est. Completion Date: _____

Contractor's Name: _____ Phone #: _____

Type of Alteration/Improvement: _____

The following documents **MUST** be included with this application:

- Copy of your original lot survey with placement of improvement/alteration noted (i.e. if building a deck, draw placement of deck on survey).**
- Drawing of the alteration/improvement, preferably a professional drawing from your contractor. If that is not available a hand drawing may be acceptable, as solely determined by the ACC.**
- Written description or picture of the alteration/improvement (catalog cut sheets, brochure pictures or website printouts are acceptable). Include a specific list of materials that will be used (for a deck you would include the following: types of wood, paint colors, stain colors etc....).**

The homeowner agrees to the following:

- A. No alterations/improvements may be commenced until written approval is received from the ACC. Alterations/improvements must be completed as represented in this application, or as modified by any changes required as a condition of ACC approval.
- B. Alterations/improvements completed either without ACC approval or that differs from an approved application may, at the discretion of the Board of Directors and in a reasonable timeframe determined by the Board of Directors, be required remove/restore the property to the prior condition, at the homeowner's expense.
- C. The homeowner is responsible for obtaining any required building permits and/or permission from the city, or other governmental bodies, as necessary.
- D. The homeowner, not the Association, Board of Directors, or ACC, 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 property.
- E. The homeowner 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 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.

Signature: _____ Date: _____