

Timberton Village Homeowners Association ARC Approval Application Procedures

This document will help homeowners become familiar with Timberton Village/South Bay ARC approval guidelines when they are considering changes to their property or to the vegetation in Timberton's Limited Common Areas. Homeowners should obtain the appropriate application from the Timberton website. If a homeowner needs help or advice, the TVHA ARC representative can help.

SBCA-ARC Applications:

Certain projects on a homeowner's property do not require any approvals and may be performed at any time. Other proposed projects on homeowner property require Timberton ARC/Board recommendation and SBCA-ARC approval. Appendix A contains a list of projects that do not require approval and a list of projects that do require approval. The SBCA-ARC applications and approvals begin with a recommendation from the Timberton Board and ARC representative and then an Approval from the SBCA-ARC committee.

Instructions and forms are available through a link on the TVHA website at www.timberton.org to the South Bay Website at www.plsbca.org. Appendix A is located on both websites. The completed ARC application should be given directly to the TVHA ARC representative. Note that photos and diagrams are helpful and often necessary to define the scope of work being requested. Homeowners should keep a copy of their original application.

Timberton Limited Common Area Applications:

Work that is being requested to be performed on Timberton Limited Common Area will need to be placed on a Limited Common Area Application. That application is only available on the Timberton website at www.timberton.org. Note that photos and diagrams are helpful and often necessary to define the scope of work being requested. A site visit will be made to determine if the work being requested is allowed by the Vegetation Management Plan.

This application should be given to the Timberton ARC representative and/or the VMC Chair. Approval or denial for Limited Common Area Applications will come from the Timberton Board of Directors. Work done in a Limited Common Area must be performed by a bonded and insured contractor. Also, the homeowner requesting the work is responsible for the cost.

Applications for home owner changes to their property will be logged and distributed to the SBCA-ARC for consideration at its next regularly scheduled meeting (third Friday of each month). The completed application should be postmarked or delivered to the TVHA ARC representative by the 10th day of the month preceding the upcoming meeting to be considered at that meeting. Limited Common Area applications will be reviewed in a timely manner once received. Applications will also be posted on the TVHA website for neighbor notification and review.

Any Timberton Homeowner that feels that another Timberton Homeowner is not following the CC&Rs may use the Homeowners Comment/Grievance Form.