

TIMBERTON VILLAGE HOMEOWNERS ASSOCIATION

Application No. _____

LIMITED COMMON AREA APPLICATION

An Approval is required for maintenance, new clearing, planting any new vegetation or any modification in a Timberton Limited Common Area. Examples: cutting grass; clearing brush; trimming trees; removal of trees; new plantings.

TO: TVHA Village-ARC Representative and/or VMC Chair

Property Owner(s): _____
Address: _____
Telephone: _____
Email: _____

Where will work take place? TRACT _____

FULL Description of Project, including photo documentation: _____

(Use extra pages as needed).

Contractor must be **licensed and bonded** to do work in limited common areas.

Contractor details:
Name: _____ Phone # _____
Address: _____
License # _____
Bonding # _____

To Be Determined: _____
(Homeowner to provide information when determined)

Estimated Starting Date: _____

Estimated Completion Date: _____

I have notified my immediate neighbors: _____ Signed: _____
(For your own benefit keep copies of any communications with your neighbors)

I have read the Village Supplements pertaining to my project and understand that an arborist report may be required, depending on the scope of work being requested. I acknowledge that approval of this application may be subject to conditions, as specified by the TVHA Village-ARC or Village HOA.

Signature of Requesting Homeowner(s):

Date: _____

Date: _____

Recommend Approval: _____ Recommend Approval with conditions: _____
Recommend Disapproval: _____

TVHA Village-ARC/Board Member Signature: _____ Date: _____

LIMITED COMMON AREA APPLICATION CHECK LIST

FAST TRACK OPTION:

_____ Cut grass/vegetation on **already cleared** Limited Common Area adjacent to homeowner property. **If project is for annual cutting only, no site plan or additional information is required.**

**PLEASE CHECK ALL THAT APPLY
ENTER N/A IF ITEM DOES NOT APPLY TO YOUR PROJECT**

The Site Plan should include, but not be limited to, the following:

1. **SITE PLAN: Appropriate Scale**

- _____ a. An arrow indicating North.
- _____ b. Location of the proposed project within the limited common area.
- _____ c. General topography showing any significant grades or slopes with contour lines.
- _____ d. Installed and natural drainage.
- _____ e. Location of ponds, arbors and rockeries.
- _____ f. Location of Port Ludlow Trail System, footpaths and steps. (If project intends to modify any, describe or identify material to be used)
- _____ g. Location and identification of plants that might be affected by the proposed project.
- _____ h. For maintenance or removal of trees, identify all trees affected.
- _____ i. Location of staging and material storage areas during project.

Other items:

_____ **Jefferson County Permit Required?** Yes ____ No ____

Check with the Jefferson County Department of Community Development
(360) 379-4450 to confirm if one is required for your project.

_____ For View Maintenance: **Photographs** of current view; view at time of purchase; and view in subsequent years, if available.

_____ **Plant List** showing species (common or specific name or both) and showing height and spread at maturity.