



APPLICATION FOR DESIGN COMMITTEE APPROVAL

Property Address: _____ Subdivision: _____ Lot # _____

Legal Owner: _____
Name Contact # Email

Mailing Address (if other than property): _____

Contact Person (if other than Legal Owner): _____

	Name	Contact #	Email
Category: (check all that apply)			
<input type="checkbox"/> Air Conditioner Split, Wall, Central	<input type="checkbox"/> Landscaping	<input type="checkbox"/> Security Device	
<input type="checkbox"/> Concrete Sidewalk, lanai, ac pads	<input type="checkbox"/> Fence/Gate	<input type="checkbox"/> Satellite Dish (with dimensions)	
<input type="checkbox"/> Extension or Enclosure	<input type="checkbox"/> Garage Door Replacement	<input type="checkbox"/> Wall Moss, CMU, Split Face	
<input type="checkbox"/> Inert Material	<input type="checkbox"/> Solar Unit Photovoltaic, Hot Water, Fan	<input type="checkbox"/> Other _____	

General Contractor (if applicable) _____

Description of Proposed Work: _____

- Attach
- A closing copy of your plot plan, including property boundaries; location of existing structures & the modification, additions and/or alterations with measurements, such as height, width & length of the changes and clearances from the property line. Show any setbacks and easements. **Termite treatment is a must for all new cement poured, certificate must be included. All cement must be kept 2 ft. from fences.**
 - A description of the materials to be used include product information (samples/literature/photos).
 - **If you are applying for an extension or enclosure**, submit 2 copies of architectural drawings (We will keep one copy for our records and return the other with the Design Committee response.)
 - Application processing fee. Only checks or money orders made payable to TCLT are accepted.

Approval of this application by the Design Committee is required before any construction is permitted. Failure to obtain approval prior to construction violates the covenants and can result in removal of non-conforming construction or improvements at the expense of the Owner. The Owner is responsible for obtaining any required City and County Building Permit in addition to TCLT Design Committee approval. Approval of this application is for aesthetic purposes only and does not, in any way, indicate any opinion nor ratification of structural quality or soundness of the plan by TCLT, it's Board of Directors, employees, agents, assignees, or the TCLT Design Committee.

By signing below, I agree that I have read through the current Design Committee Rules & Regulations and the TCLT Declarations of Covenants, Conditions and Restrictions, and I understand and agree to abide by these rules and requirements. I understand that any approvals and/or disapprovals will be made in writing, and that no other notifications will be issued as to permit or disallow any work on this property. Only plans signed by the legal owner will be accepted for consideration.

Legal Owner's Signature: _____ Date: _____

For Office Use Only

Date: _____ Check No.: _____ Amount: _____ Received by: _____ Good Standing _____



APPLICATION REQUIREMENTS

If you plan to make changes to your property, you need to obtain approval from the Design Review Committee. The following will briefly identify what you will need:

1. Homeowner reviews the DCCR's to check if property changes are allowed.
2. Homeowner obtains the following information in preparation for submittal.
 - A completed application.
 - Plot plan with improvements shown clearly and highlighted. (Dimensions are critical, where applicable.)
 - Samples of window tinting, paint chips, pictures, brochures, and drawings of any improvement requested.
 - Blueprints by a professional architect. (where applicable)
 - Neighbor's approval letter for work that affects the easement area.
 - Any other material appropriate to show the type of work being requested.
3. Homeowner turns in completed application with supporting documents to the Site Managers office or by mailing it in to:

Design Review Committee
91-1037 Kama'ilio Street
Ewa Beach, HI. 96706

4. The Design Review Committee will review your request to confirm that the necessary documents have been provided. If any are missing, the homeowner will be notified and the application will be placed on hold until the required documents are provided.
5. The Design Committee will meet and review your request. The committee will process the documents and notify (in writing) the homeowner of the results.
6. If an application is denied, a homeowner may elect to appeal the Committee decision to the Board of Directors.
7. If there is a fee involved with your request, submit a check or money order payable to:

T.C.L.T. or Terrazza/Corte Bella/ Las Brisas/ Tiburon AOA
91-1037 Kama'ilio Street
Ewa Beach, HI. 96706



DESIGN REVIEW APPLICATION FEES

No Charge:

- ❖ EXTERIOR HOUSE PAINT
- ❖ GARAGE DOOR REPLACEMENT
- ❖ WINDOWS/SCREEN REPLACEMENTS
- ❖ GUTTERS/ROOFING
- ❖ WINDOW TINTING
- ❖ PV SYSTEMS
- ❖ AC/CENTRAL AIR SYSTEMS
- ❖ SATELLITE DISHES
- ❖ RETRACTABLE AWNINGS
- ❖ SECURITY CAMERAS

\$25.00 Design Review Fee:

- ❖ CHANGE OF EXTERIOR HOUSE PAINT SCHEME
- ❖ POURING OF CONCRETE
- ❖ DECKS/COVERED LANAIS
- ❖ HOME ADDITIONS