

PATRICIA ISLAND ARCHITECTURAL COMMITTEE SUBMISSION

Owner (applicant): _____ Co-Owner: _____

Property Address: _____ Phase: _____ Lot: _____

Contractor Information:

Contractor Name: _____

Contractor Phone: _____ Contractor E-Mail: _____

Project Start Date: _____ Project End Date: _____

Contact information should the committee wish to contact you for additional information (circle one):

Phone: Home) _____ Cell) _____ Cell 2) _____

Mailing address (if different than above): _____

E-Mail Address: _____ E-Mail Address 2: _____

New Build/Modification/or Addition (please circle one)

Description of project and reason for request (**Required**): _____

Is this request in response to a violation letter we sent you? Yes _____ No _____

Please make sure you have attached/included all the following information:

_____ A completed Submission Form.

_____ A detailed site plan drawn on Survey provided by Certified Surveyor, showing the location of the structure, with drainage plan (including dimensions from the property line or other structures)

_____ A detailed description of the project, the height, width, depth, and % of rock/brick/stone

_____ A complete list of materials of the project, roofing materials, brick/rock color, paint/stain color
(Pictures are required. Samples may help expedite submittal)

_____ Detailed drawings to scale on Land Survey for a new home including all elevations, floor plans & drainage plan

Owner signature: _____ Date _____ Co-Owner Signature: _____ Date _____

Please mail to:

Patricia Island Country Club

4980 Clubhouse Rd., Grove, OK. 74344

Attn: Architectural Committee

Or email to: info@patriciaislandacc.org

Please allow 30 days for review/ response from Patricia Island Architectural Committee.

For Office/Committee Use Only

Date Submission Received: _____ Received by: _____

Committee Pre-Approval Inspection: _____

_____ Approved _____ Approved with stipulations _____ Denied _____ Denied insufficient information.

Stipulations / Comments / Suggestions: _____

Committee Post-completion Inspection _____

PATRICIA ISLAND ARCHITECTURAL COMMITTEE SUBMISSION, Cont'd

Owners Acknowledgements: I understand:

- That I have a copy and have reviewed the Deed of Dedication and Restrictive Covenants for my Phase and Lot;
- That there are architectural requirements covered by the Deed of Dedication and Restrictive Covenants and a review process established by the restrictive covenants and the Patricia Island Estates Architectural Committee;
- My Builder has received a copy of the Storm Water Pollution Prevention/Operation & Maintenance Plan;
- That no work on this request shall commence until I have received approval of the Architectural Committee;
- Any construction or alteration of the property prior to approval of the project by the AC is strictly prohibited. If I have commenced or completed any construction or alteration to the subject property and any part of this application is disapproved, I may be required to return the subject property to its original condition at MY OWN EXPENSE. If I refuse to do so in a timely manner and Patricia Island Architectural Committee (PIARC) incurs any legal fees related to my construction and/or application, I will reimburse PIARC for all legal expenses incurred.
- That any approval is contingent upon construction or alterations are complete in a timely and orderly manner;
- All proposed improvements to the property must comply with City, County, State and Local Codes. I understand applications for all required building permits are my responsibility. Nothing herein shall be construed as a waiver of modification of any codes. My signature indicates that these standards are understood and met to the best of my knowledge.
- That any variation from the original application must be resubmitted for approval;
- That if approved, said alteration must be maintained per the Deed of Dedication and Restrictive Covenants for Patricia Island Estates;
- This alteration will not detrimentally affect the proper drainage of any common areas or surrounding lots. I will be responsible at my expense to correct any drainage problems to such areas that may occur as a result of this work or alteration.
- *The Builder/Applicant acknowledges and agrees that the Architectural Committee assume no liability resulting from the approval or disapproval of any plans submitted. The Architectural Committee assume no liability and make no representations regarding the adequacy or quality of any submitted plans or whether such plans comply with any or all governing authority requirements. The Architectural Committee review, comments and/or approvals do not relieve the builder/applicant of their responsibility and obligation to comply with the Deed of Dedication and Restrictive Covenants. The builder/applicant agrees to grant the Architectural Committee access to the property at any reasonable hour to inspect and ensure for compliance issues.*
- *It is the duty of the owner and the contractor employed by the owner to determine that the proposed improvement is structurally, mechanically and otherwise safe and that it is designed and constructed in compliance with applicable building codes, fire codes, other laws or regulations and sound practices.*

I certify that the above information is an accurate representation of the proposed improvements and that the work will conform to applicable codes, covenants, and standards. I also certify that the improvements will be completed in accordance with the approved application. I understand that construction is not to begin until approval has been received from the Architectural Committee. The Architectural Committee has permission to enter the property to make inspections, as they deem necessary.

Owner/Applicant Signature: _____ Date: _____

Co-Owner/Applicant Signature: _____ Date: _____

Information Addendum

REVIEW PROCESS - Rendering the decision timeframe will be facilitated by the completeness of the information submitted. The Architectural Committee may request additional information to clarify your project.

APPLICATION - The application must be accompanied with all necessary documents, photos, drawings, brochures, samples and information necessary. Property owners must sign the application. Contractor's signature for property owners will not be accepted.

NOTIFICATION – Any/All Exterior Additions/ Physical Modifications must be Approved by the Architectural Committee.

All Variances will be written, signed and filed at Homeowner's expense. Deposit will be required.

All Owners will be notified in writing by E-Mail or USPS mail once the request has been approved or denied.