

BRISTOL HEIGHTS HOMEOWNERS ASSOCIATION

REQUEST for ARCHITECTURAL CONTROL COMMITTEE REVIEW

SUBMIT COMPLETED FORM TO: (Please allow a minimum of 2 weeks for processing)

Sentry Management • 6149 N Meeker Place • Suite 150 • Boise, ID 83713

Phone: 208-323-1080 Ext.: 59509 • Fax:208-853-1960 • Email: JFrakes@sentrymgt.com

Submission Date: _____/_____/_____

Homeowner Name: _____

Address: _____ Boise, ID 83713

Phone Number: _____ Email: _____

PLANNED CONSTRUCTION OR MODIFICATION: _____

Projected Start Date: _____ (A date please, not ASAP)

Please see common project specification requirements on next page.

PLEASE INCLUDE THE FOLLOWING:

- Replacement Fence [provide drawing complete with dimensional details and placement]
 - Construction Material. Height of Fence
 - Exact Location. Home Attachment Point [the location at which the fence will attach to home]
- Painting: [Provide minimum (2) paint color samples with Mfgr, Code and Color Name]
- Roofing. [Manufacturer, shingle style and color required. Lighter colors discouraged]
- Solar Panel Installation
- Sheds or Trellis (provide drawing complete with dimensional details, placement)
 - Design, construction material with elevation and plan views
 - Manufacturer/installer photo/brochure if available.
 - Confirm the color scheme will match your home's primary colors and trim
- Landscaping: New Additions / Changes or upgrades.
- Trees: New Addition / Removal request.
- Pool [Easement clearance, required setbacks, permits must be satisfied prior to construction]
- Mailbox Pedestal: [Must match original/existing]
- Building room/patio/garage addition (complete professional architectural drawings required)
- Other: _____

PROJECT DESCRIPTION/COMMENTS (attach additional documentation as needed):

Please ensure that all City requirements are met for setbacks and permits.

OFFICE USE ONLY:

Action determined: _____ Mgt Recvd Date: _____

APPROVED

APPROVED, with the following conditions: _____

APPROVAL DENIED for the following reason: _____

Date of Final Review: _____

BRISTOL HEIGHTS HOMEOWNERS ASSOCIATION
REQUEST for ARCHITECTURAL CONTROL COMMITTEE REVIEW

GENERAL APPLICATION SUBMISSION REQUIREMENTS – ***YOUR CHECKLIST TO THE FAST TRACK*** -

To facilitate the review process and expedite your project approval, please review the information below for the most common submissions i.e.: Painting, Roofing, Solar, Sheds, Trellises and Fences.

Application Submissions – Generally

Scanned pdf versions of your complete documentation, submitted as an attachment via email, is ideal and efficient. This application is provided in MS Word and Adobe PDF format for your convenience. If able, please provide supplemental URL hyperlinks to project materials on supplier websites. They are useful and desirable. However, sample photos of other ‘*similar*’ installations are not considered adequate specification for your project. The clearer the details of your individual plans and submission - the better. The committee will err on the side of “half right is all wrong” and deny approval of inadequate and incomplete applications. For your benefit, the more costly the project, the greater the scrutiny by the committee in review.

Applications for review MUST be submitted by the property owner. For legal purposes, the process and responsibility to do so cannot be delegated to a contractor or tenant. It becomes the owner’s responsibility to execute the property improvements or modifications in accordance with the approved plans. Please do not begin work until written approval is provided.

Painting

It is recommended that a color visualizer be used to explore paint – such as offered online Sherwin Williams, [ColorSnap Visualizer for the web](#). It is required that colors be specified for each component of the building to be painted including Body, Trim, accents (shutters, vents), front doors, garage doors, rain gutters/downspouts, pillars and railings.

It is helpful to note items that are not to be painted, example: ‘**front door, rain gutters and downspouts will be left as is**’. Paint colors must include manufacturer, code and name. Submitting with product hyperlinks also recommended and appreciated.

Roofing

Manufacturer, shingle style and color required. Lighter colors discouraged. Submitting with product hyperlinks also recommended and appreciated.

Solar Panel Installation

Professionally prepared design plans and documentation required. Parallel mounting to roofline is required. Color scheme to blend with existing roof covering.

Shed or Trellis

Goal is to create these attached and freestanding additions so that they appear to be part of the original home construction. Accordingly, it is required to submit detailed plans for review that offer:

- ✓ Drawings complete with dimensional details and placement.
- ✓ Design with elevation and plan views
- ✓ Construction materials specified
- ✓ Manufacturer/installer photo/brochure if available.

- ✓ Confirm the color scheme will match your home's primary colors and trim providing paint specs in accordance with 'Painting' above.

Fences

Wood fence material is required. Vinyl fencing is not presently an option. Steel posts are permitted if not viewable from common area or public streets; but may be painted to match wood stain or paint. Existing fence design is limited up to six (6) feet in height with additional restrictions (see below) up to 42" and 60" depending on location. For properties adjacent internal common areas, walkways, and common areas bordering streets, paint colors are required to be flat black on steel and Krisp Khaki on wood. Sherwin Williams maintains the formulation for a proper match of Krisp Khaki. The formulation should also be available at <https://www.bristolheights.org/fences>

Excerpt from the CC&Rs, Section 10. "Fences" – Fences shall be approved by the Architectural Control Committee prior to construction. Fences shall be of good quality and workmanship and shall be properly finished and maintained. Fences may be built of wood, such as 6-foot dog-eared cedar. Chain link fences are not allowed. Fences shall not be built closer to the front of the Lot than five (5) feet behind the front corner of the house on either side. Fences shall not extend closer than twenty (20) feet to the front street right of way. On corner Lots, fences shall not be built closer than twenty (20) feet to any side street right of way without the express approval of the Architectural Control Committee. Fences must comply with City ordinances. All solid fences visible from street view must be the same design, with a 1" X 6" top rail, and built of the same materials and workmanship as the subdivision fence off Eagle Road and Chinden Boulevard, or fences must be constructed of wrought iron [steel]. Specifically, the solid fences visible from street view are: the fence from the side of the house to the side of the Lot, [the fence line bordering common area along Bristol Heights Drive and Bennington Drive collector streets] and the fence along the street for corner Lots. On Lots which are adjacent to an [internal walkway] Common Area, fences are allowed, but not required. If fences are desired along the rear Lot line which borders the Common Area, there are two fence options. (1) The fence shall be designed, constructed and painted and/or stained on both sides and maintained in like manner to the fences at the subdivision entrances off Chinden Boulevard and Eagle Road and are not to exceed forty-two inches {42"} in height; (2) If a Home Owner desires a fence greater than 42" in height, said fence must be made of wrought iron and not exceed five feet (5 ') in height. If the Declarant should provide any fencing, as may be done along some Common Areas, where required for safety, or for whatever reason, the Owner on whose Lot line the fence is built must assume responsibility to maintain said fencing. The location of fences, hedges, high plantings, obstructions, or barriers shall be so situated as not to unreasonably interfere with the enjoyment and use of neighboring Properties and streets and shall not be allowed to constitute an undesirable, nuisance, or noxious use. The determination of the Architectural Control Committee shall be binding on all parties as to whether an undesirable, nuisance, or noxious use exists.

Easements and Setbacks

Every residential parcel has easements running along its perimeter adjacent the property lines. These are spaces that vary, typically from 5 to 10 feet to both sides of the PL, and are designed to require access to utilities buried underground. These easements can be found on the plat map (CC&Rs) for each property and are a matter of public record recorded by the county. In the event access is required it is the owner's responsibility to provide clear access within the easement.

A couple of hypothetical examples re easements:

1. Prior owner (of your property) planted a row of trees above the easement and the trees are obstructing access to a leaking natural gas pipeline. Trees and roots may need to be removed – at your (owner) expense.
2. You (owner) poured a 4" thick concrete 8x12' pad, and there you built and placed a shed directly over the easement abutting the fence line. Repairs are needed to the distributed pressurized irrigation main lines serving your neighbors and running under the shed. You, the owner, are obligated to remove the shed at your expense in a timely manner.

It is the intent of your Architectural Control Committee and Board of Directors to provide clarity in this process and guidelines that will facilitate our owners' objectives in caring for and improving their properties. It is in the best interests of all members of the community to maximize the use enjoyment and appearance of all aspects of Bristol Heights.

Your time in reviewing this information is appreciated. We look forward to your submission for review.

-Bristol Heights Neighborhood Association Architectural Committee

FOR REFERENCE: Standard Conditions of Approval as select conditions are commonly included in body of the written approval letters.

#	Cat	Condition
1	All	Construction Hours: Noise generating construction activity restricted and allowed only from 8 AM to 6 PM Mon-Sat
2	All	Clean-up of construction materials is required daily. Construction Vehicles and equipment are not permitted to remain on public right of way overnight.
3	All	No permanent structures may be placed on or above utility easements. It is the responsibility of the owner to ensure compliance in accordance with plat and easement distances within property perimeter.
4	All	Design plans required: 1) Plan view with full property perimeters, dimensions and residential footprint. 2) Elevation views of proposed structure, addition, or improvement.
5	Outbuildings	Construction Materials: siding, trim and roof must match existing residential structure.
6	Outbuildings	Exterior coating: must match residence existing "approved" paint colors. Paint on existing residence must have record of HOA approval.
7	Outbuildings	Structure footprint must not interfere with easements from property lines (typically 5 feet or greater).
8	Outbuildings	Roofing materials must match existing "approved" roofing product on existing residential structure. Roofing on existing residence must have record of prior HOA approval.
9	Roofing	Exact roofing product (manufacturer, style, color) must be approved by HOA.
10	Roofing	
11	Paint	Exact paint materials (manufacturer, color by name and color by paint code) must be approved by HOA. These must be specified and approved for each 1) Body, 2) Trim, 3) soffits, 4) garage door(s), 5) front door, 6) shutters and 7) accents (define and specify).
12	Paint	No unapproved paint colors may be applied.
13	Paint	Unapproved or noncompliant colors may be required to be corrected at owner expense.
14	Fence	Fence footprint must match original "approved" footprint exactly.
15	Fence	Fence construction design must be in accordance with community design standard - commonly referred to as "picture frame" or "window frame" and as exist along Bennington and Bristol Heights Drives.
16	Fence	Fence construction must use natural wood materials: cedar and Doug fir or equivalent.
17	Trees	Existing front yard tree(s) to be removed is(are) required to be replaced within 6 months of this conditional approval.
18	Trees	Tree stump must be ground and removed.

19	Pool	Privacy considerations: Construction of unapproved fencing or privacy screening barriers is not permitted without prior HOA approval. Please consider privacy concerns carefully before proceeding with project. Failure to comply is subject to revocation and rescinding all pool related approval and removal of improvements.
20	Pool	A written email acknowledgement indicating full understanding and acceptance of conditions of approval is required before construction may begin.
21	Pool	Construction ingress/egress via HOA common area is not permitted.
22	Landscape	Plantings (trees, shrubs) footprint must not interfere with easements from property lines (typically 5 feet or greater).
23	Trellis/Patio Cover	Conditions # 1,2,3,4,24 – 11,12 & 13
24	ALL	Construction, installation, materials must be completed as approved. Any deviations require resubmission for review and approval before commencing work.
25	Antenna	It is requested by HOA that, if possible, please install antenna in location that is out of view from public street.
26	Fence	Fences adjacent internal common area (walkways) are required to be 48" in height and are to be finished: a) if steel in flat black, b) if wood with SW Crisp Khaki on exterior side. ref: https://www.bristolheights.org/fences Fences adjacent common area along streets are required to be wood and finished with SW Crisp Khaki on exterior side. ref: https://www.bristolheights.org/fences
27	Pool	Work must be complete within six months from date of approval. Otherwise, complete resubmission for review is required.
28	Pool	Sound generated by pool pump and related equipment must not exceed 60 decibels at 10 feet distance.
29	Pool	Owner recognizes and fully accepts the potential consequences of installing a pool and, as such, are creating an attractive nuisance. The Bristol Heights CC&R's and ACC policies will not be bent or amended to accommodate any consequence of approved pool installs thereafter.
30	Fence	Pressure treated wood posts are not approved to face yard exterior unless stained to match pickets. Steel fenceposts must not be visible from exterior of lot at eye level view.