

IMPORTANT INFORMATION AND INSTRUCTIONS TO INSURE PROCESSING WITHOUT DELAYS OR RETURNS

1. Complete this form with ALL information requested.
2. You must submit four (4) copies of drawings, improvements, blueprints or sketches. **If not attached, you may experience a delay or a return of your request.*

Make checks out for the fee payable to: West Loch Fairways Association

Note to Applicants: The application fee paid to the management firm is for administrative purposes and/or architectural review and is non-refundable. The Design Review Committee nor the Association charge any fee for any listed modification, alteration, addition or improvement.

The Design Committee meets the 2nd Monday of each month. Applications must be received and logged in Associa Hawaii, 737 Bishop Street, Suite 3100, Honolulu, Hawaii 96813 by no later than the 1st Monday of the month. All applications received after that day will be held over for the following month. Owners will be notified by mail of committee decisions.

**WEST LOCH FAIRWAYS HOME OWNER'S ASSOCIATION
APPLICATION FOR DESIGN COMMITTEE REVIEW**

West Loch Address _____ Lot _____ Tax Key _____

Mailing Address, if different _____

Legal Owner(s) _____ Bus Phone _____ Phone _____

Proposed Modifications, Alterations, Additions or Improvements

Estimated Cost of Total Construction: \$ _____

Fee Schedule \$20.00 (please indicate choice)

_____ paint (change) _____ screen door _____ rain gutters _____ solar vents/skylights/roof vents _____ mailbox(location change)
_____ A/C (split/thru-wall/window) _____ garage door (style/color change) _____ exterior lighting _____ pre-fabricated storage shed
_____ solar heater _____ solar fans _____ photovoltaic electric systems _____ planting of trees/shrubs
_____ slabs/walkways _____ driveway extensions _____ pool/spa _____ trellis _____ deck _____ vinyl/wood/iron fence
_____ Moss rock free-standing wall (Pre-approved design) _____ Moss rock retaining wall (Pre-approved design) from DCC&R Exhibits
_____ other (Write in) _____

\$140.00 Projects requiring architectural review: for City and County DPP _____ 1 story addition _____ 2 story addition _____ Storage shed/closet _____ covered lanai or patio _____ roofline modification _____ other (Write in) _____

INSTRUCTIONS FOR SUBMITTAL

Along with your completed application, please submit four (4) copies each of the following as applicable: **Plot Plan** showing the **location of the proposed modification(s)** including **all existing improvements, easement and property lines. Drawings, blueprints** or plans must also include **finish elevations, finish floor plans, proposed materials** and detailed drawings and specifications. All exterior finish materials and paint colors must match the existing structure.

IMPORTANT: Please read and indicate acknowledgement by signing below: Approval of this application by the Design Committee is required before commencing any construction. Failure to obtain approval violates the WLF DCC&R's and can result in the removal of non-conforming improvements/modifications at the Owner(s)' expense. The Owner is responsible for obtaining all required City and County Building Permits, in addition to the WLF Design Permit. Approval of this application is for aesthetic purposes only and does not reflect an opinion nor ratification of structural quality or soundness of the plan by West Loch Fairways Homeowner's Association, its Board of Directors, employees, agents, assignees or members of the Design Committee. Construction must start within 90 days of Design Committee approval and must be completed 1 year from application approval date.

Owner(s) Signature _____ Date: _____

Mail or bring completed applications to: Attn: Design Committee, WLF
c/o Associa Hawaii
737 Bishop Street, Suite 3100
Honolulu, HI 96813
Telephone: 836-0911

For Office Use Only

Date Received by D.C. _____ By: _____

[] APPROVED Subject to the following conditions or modifications: _____

PERMIT# _____ VOID AFTER: _____

[] DISAPPROVED For the following reason(s): _____

WEST LOCH FAIRWAYS DESIGN COMMITTEE:

Authorized Signature

Date