Swains Creek Pines Lot Owners Association
Application for Architectural Approval (revised 7/7/2022 & 4/2026)

Date of Application _____

Please print all requested information

Upload completed form along with the additional required supported documentation described on the application to your online owner portal in the 'Requests' section ("Architectural Request Form") at **PayHOA.com**, or email to:

ARCRequests@SCPLOA.email or mail to: **Swains Creek Pines Lot Owners Association, HC 82 BOX 1164, Duck Creek Village, Utah 84762-8201**

Submitted by: _____ Unit No. _____ Lot No. _____

Physical Street Address _____

Expected Start Date _____ Expected Finish Date _____

Lot Owner _____ **Builder** _____

Address _____ Address _____

City, State & Zip _____ City, State & Zip _____

Telephone Telephone

New Structure ☐ Addition ☐ Modification ☐ Cabin ☐ Garage/Shed ☐ Fence ☐ Other ☐

Description of Project:

_____

_____

Required for approval: Submit copy of site plan

Submit full set of architectural plans

_____ Submit this application form

Site Plan Requirements: Accurately drawn to scale with dotted lines for set back and dimensions of all sides of building structure or improvement with proposed driveway and outbuildings shown

Drawn to scale – with scale listed on site and building plan

_____ Setbacks

Location of septic system shown

Architectural Requirements (to be completed by applicant)

_____ Floor plan showing building dimensions _____ Complete front, rear and side elevations – all levels

Exterior Material Color

Upper Level _____ Color _____

Lower Level Color

Trim/Door _____ Color _____

Roofing Color

Type of Finish _____ Color _____

Livable floor space excluding basement _____ Basement living space _____

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Lot Owner Name and Project_____

By signing below, the applicant understands and agrees to the following:

The Architectural Committee may require additional information as it deems necessary to make a decision. Until all of the Committee's questions are answered and any requested information is submitted to the Committee, the application will be deemed incomplete and the application will stand unapproved.

All necessary permits and approvals from municipalities or other jurisdictions are the sole responsibility of the applicant and that Committee approval of this application is subject to the applicant receiving all such necessary permits and approvals. Requirements for inspection must be complied with and evidence of said permits and inspection must be provided to the Committee upon completion of the work.

All construction/builder signs must be removed within 60 days after completion or issuance of occupancy permit approval.

The applicant or a designated representative agrees to periodically meet with an Architectural Committee member on their property in order for the ARC to verify the project, perform status checks, and check for completion.

_____ _____

Lot Owner or Applicant Signature Date

*****To Be Completed by Committee*****

Application Received Committee Status Date _____

Check #1 of Work Committee Status Date _____

Check #2 of Work Committee Status Date _____

Check #3 of Work Committee Review of Date

Completed Project Date _____

Committee Approved Yes ☐ No ☐ Date _____

Print & Sign Date

_____ _____

Print & Sign Date

_____ _____

Print & Sign Date

Approved ☐ Denied ☐ Job Completed ☐

Entered on Spreadsheet ☐ Entered in Database ☐

Swains Creek Pines Lot Owners Association ™

Architectural Application Addendum For Conditional RV Placement Pursuant to the SCPLOA Architectural Standards dated January 14, 2017, and amended on July 10, 2021, one (1) RV may be conditionally placed on a lot while construction is ongoing with a valid Kane County building permit and prior ARC approval. Your signature below indicates you have read and agree to adhere to the SCPLOA ARC Standards. The undersigned hereby agrees that in order to conditionally place an RV on their lot during construction, the following conditions must be met:

1. An ARC request must be submitted to the Association and approved by the ARC Committee.
2. A valid Kane County building permit must be provided to the Association, and when the permit expires, the renewal permit must be provided to the Association.
3. The project must show signs of progress toward completion which coincides with county inspections.
4. Applicant must observe and adhere to the SCPLOA governing documents, the laws of Kane County and the State of Utah.

If any of the above conditions are not met, the RV must be removed within 10 days.

Permission for Conditional RV Placement is valid for a one-year period and must be renewed if an RV is to be placed for a longer period of time during construction.

Lot Owner Name: _____

Lot Owner Signature: _____ Unit-Lot#: _____

Property Address: _____ Phone: _____

Email Address: _____ Date Received: _____

Architectural Committee Approved Yes No

_____ _____

Print & Sign Date

Print & Sign Date

Print & Sign Date