



# CHESTNUT BEND ARC APPLICATION FOR EXTERIOR IMPROVEMENTS

**Before submitting an ARC Application, please read the Chestnut Bend ARC Rules and Regulations.**

Chestnut Bend Homeowners' Association (HOA) approval is required for all exterior improvements or changes that will affect the exterior appearance of your home or lot. This application is used to request that approval and should fully explain your proposed project. It must be completed and submitted to Westwood Management (Westwood) with the following Supporting Information:

- Blueprints, photos, and/or other documentation to clearly depict your project (include dimensions)
- A depiction of your lot (drawing, arial photo, etc.) with the proposed location of your improvement(s)
- Specific color information, if applicable (ex: PPG1101-4 Rock Cliffs - midtone neutral beige)
- Specific material information, if applicable (ex: wood, metal, vinyl, etc.)
- Specific product information, if applicable (ex: Goaliath 60" Ignite In-Ground Basketball Hoop)

Supporting Information should be submitted as exhibits/attachments with this application and should be in a PDF, JPG/JPEG, and/or PNG format (other formats may be rejected). Once Westwood has reviewed a submitted application with exhibits, they will forward it to the Architectural Review Committee (ARC). The ARC is a group of volunteer homeowners that review applications on behalf of the HOA. The ARC has thirty (30) days from the date they receive the application to approve or deny your submission. Westwood may need five (5) business days to process your information before it is sent to the ARC. Incomplete, or vague, applications will likely be denied pending more information. Applications that are denied (even for pending/additional information) must be resubmitted. The thirty (30) day approval timing restarts with each resubmittal. Project start dates should not be scheduled until ARC approval has been granted. The ARC committee will deny any project that comes within five (5) feet of the property line (in accordance with variances from the city), with an exception only for fences. The ARC reserves the right to review your project when finished to ensure compliance with approvals.

## Project Information

\* Property Owner(s): \_\_\_\_\_

\* Property Address: \_\_\_\_\_

\* Email: \_\_\_\_\_ Phone: \_\_\_\_\_

\* Expected Start Date: \_\_\_\_\_ \* Expected Completion Date: \_\_\_\_\_

\* Detailed Description of Proposed Improvements (this information may be submitted as a PDF exhibit):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**If submitting an exterior painting application**, specific color information (ex: Sherwin-Williams, SW 6148 Wool Skein) must be listed, and photos of the color swatches must be submitted as exhibits, for the following:

\* Brick: \_\_\_\_\_ \* Downspouts/Gutters: \_\_\_\_\_

\* Front Door: \_\_\_\_\_ \* Garage Doors: \_\_\_\_\_

\* Trim: \_\_\_\_\_ \* Window Trim: \_\_\_\_\_

\* Soffit: \_\_\_\_\_ Other (if being painted with this project): \_\_\_\_\_

**\* REQUIRED INFORMATION**

## General Conditions

Please acknowledge your awareness and agreement to each of the General Conditions by checking the box beside each of the following statements. **Your ARC Application request will not be processed unless all boxes have been checked and an Owner Signature is present.**

- No work on this project shall begin until written approval of an ARC Application has been received.**
- At least one of the **Owner Signatures below must be by a person listed on the deed of the property** at the Property Address specified in the Project Information portion of this application.
- No work on this project shall begin until you obtain the necessary permits and variances (if applicable) for your project. You are responsible to verify what is required by your local codes and ordinances. HOA approval does not supersede any Federal, State, City or other governmental regulations. Receipt of a building permit from local government does not equal approval from HOA. Related City of Franklin information can be found at <https://web.franklintn.gov/FlippingBook/FranklinZoningOrdinance/>.
- If installing a fence, no related work shall begin until a professional survey has been completed.**
- Any variation from an original approved application must be resubmitted for approval.
- HOA approval of the project does not constitute approval of technical, structural, or engineering specifications, nor does HOA assume any responsibility for such.
- HOA approval is contingent upon construction/alteration/addition being completed in a skilled manner and consistent with the community's and governmental standards.
- Upon approval, this project must be started within 6 months (180 days) from the notice of ARC Application approval. A request for an extension must be submitted to Westwood if this timeline cannot be met.
- Work will be performed during city ordinance work hours.
- Any damage to common area property or neighbor's property during construction of this project will be the sole responsibility of the Property Owner(s) listed on the related ARC Application.
- The use of neighbor or common-area property for access is not permitted unless prior permission is requested and granted in writing.
- Building materials or equipment may not be stored on or obstruct streets, alleyways, walkways, common areas, or neighboring property.
- The owner(s) shall hold harmless, indemnify and defend the HOA and its officers, directors and agents from and against any expenses, claims, damages, losses or other liabilities, including without limitation; attorneys' fees and costs of litigation incurred by the HOA, arising out of (i) any part of the alterations/improvements which violates any governmental law, code, ordinance, or regulation; ii) the adequacy of the plans or specifications submitted by the owner(s) in connection with this application; and (iii) the construction of the alterations/improvements.

Owner(s) Printed Name(s): \_\_\_\_\_

Owner(s) Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

## Exterior Painting Applications

Once you paint your brick house, the project is difficult to reverse. One of the biggest considerations of painting your brick is the amount of maintenance required to keep it looking to the standards of the HOA. Generally, painted brick homes need to be completely washed every two (2) to four (4) years and repainted every five (5) to ten (10) years depending on the products and methods used. To obtain ARC approval, the painting contractor should apply two (2) coats of primer and two (2) coats of paint. If using a non-standard coating (different than normal exterior paint) fewer coats may be recommended based on the guidance of the coating manufacturer. **All paint colors must adhere to pre-approved color palettes which are available from Westwood upon request. Your ARC Application for a house painting request will not be processed unless the following box is checked, and an Owner Signature is present.**

- You will maintain (wash, repaint, etc.) your painted brick in accordance with guidance from the coating manufacturer used on your project, the Brick Industry Association, or the HOA.

Owner(s) Printed Name(s): \_\_\_\_\_

Owner(s) Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_