

# Bella Vista Architectural Control Committee

Residential and Commercial Building Application

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Staff Only:	Initials _____
Paid: _____	Date _____
Permit # _____	ACC# _____

## PROPERTY INFORMATION

New Construction Address \_\_\_\_\_

Lot(s) \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_ Parcel \_\_\_\_\_

Building Type: ☐ Single Family Residential ☐ Commercial ☐ Other: \_\_\_\_\_

Colors to be used -- provide manufacturer name and color name of products:

Roof: \_\_\_\_\_ Garage Door: \_\_\_\_\_

Siding: \_\_\_\_\_ Gutters/Downspouts: \_\_\_\_\_

Stone/Brick: \_\_\_\_\_ Windows/Shutters: \_\_\_\_\_

Trim/Soffit/Fascia: \_\_\_\_\_ Other: \_\_\_\_\_

☐ Septic ☐ Sewer Heated Sq Ft: \_\_\_\_\_ # of Bedrooms: \_\_\_\_\_

Is an Easement Release Needed? ☐ Yes ☐ No

## OWNER INFORMATION

Owner Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## PRIMARY CONTACT INFORMATION

Business Name: \_\_\_\_\_

Primary Contact: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## FEE INFORMATION

**FEE:** \$ 500.00 Residential \$1000.00 Commercial *Permits expire 12 months from Issue Date.*

If project is not completed within the 12 months, A 90-day extension will be required prior to the permit expiration.

## NO REFUNDS

**If any project is started before an application has been submitted and the permit has been paid for and issued, an additional fee will be assessed. Refer to the ACC Policy and Procedures Manual.**

**If your application has been approved and is not paid for and picked up within 30 days of approval, your application will be voided.**

## ACKNOWLEDGEMENTS

The Architectural Control Committee shall not be responsible for the workmanship, safety, quality, or conformity to contractual specifications of any permitted project. This matter is between the owner and contractor.

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## APPLICATION CHECKLIST

**All applications are reviewed on a case-by-case basis, and additional documents may be required.**

- ☐ - Fill out, sign, and date the application.
- ☐ - Fill out, sign, date, and have the Indemnity Agreement notarized.

**Provide the following with the application:**

- ☐ One copy (11" x 17") of the survey/plat, drawn to scale and meets the requirements set forth in the ACC survey/plat checklist. This includes: the AR Health Dept Signature and/or Village Waste Water's stamped approval. **All required information must be on one copy of the survey/plat.**
- ☐ If on septic - One copy of the AR Dept of Health Septic Permit approval, signed.
- ☐ One set of house plans (11x17) to include: four exterior elevations (front, rear, and sides) that shows where all requested exterior materials will be used/located, floor plan, and roof plan (top view).
- ☐ Color Scheme Sheet to include: manufacturer name, color name, and a picture of color to be used for all exterior materials. **Actual samples may be required.**
- ☐ One copy of the builder's risk insurance policy in the Owner or Builder's name equal to the value of the project that includes: legal description and/or address of property, inclusive dates of coverage, and amount insured for project.
- ☐ Proof of financial ability from the property owner in the form of an original signed letter from the financial institution or a copy of the loan agreement. Documents are to include: legal description and/or address of the property, dates of loan, and approved dollar amount.
- ☐ One copy of Worker's Comp Insurance (as applicable).

I certify that the above, together with attached survey/plat, construction plans, materials and color descriptions, constitutes a true description of the proposed building and accessory construction and the location on the site of all items of construction will be in accordance with these documents. I further certify that I have read and understand the Acknowledgements described and adhere to the rules and guidelines specified.

\_\_\_\_\_  
Property Owner or Designated Representative's Signature

\_\_\_\_\_  
Date

**ACCEPTANCE: The ACC has reviewed this application, and the project is approved subject to the following:**

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\_\_\_\_\_  
ACC Administrator's Signature

\_\_\_\_\_  
Date of Approval

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# INDEMNITY AGREEMENT

Whereas, \_\_\_\_\_  
PROPERTY OWNER'S NAME

Of \_\_\_\_\_  
PROPERTY OWNER'S CURRENT ADDRESS

has (have) made application and received approval for the construction of a dwelling on

Lot\_\_\_\_\_, Block\_\_\_\_\_, \_\_\_\_\_Subdivision, Bella Vista Village, and

Whereas, Section 10 of the Protective Covenants of the Declarations of Covenants and Restrictions filed in the Office of the Circuit Clerk of Benton County, Arkansas, on May 18, 1965, and appearing in Deed Record 373, Page 8, et seq., provides the contractor, builder, person, or entity, constructing a building upon the property, shall furnish the ACC proof that a suitable completion bond has been made to ensure completion of the building and indemnify the Owner against material's lien: and

Whereas, property owner desires a waiver from the ACC from such provisions due to the fact that property owner is financially able to fully satisfy all material or mechanics' lien and

Whereas, property owner has specifically requested waiver of such requirement for completion bond due to the fact that property owner has exhibited financial ability, and has stated his willingness to undertake such construction without the added expense of completion bond;

Now, THEREFORE, in consideration of the ACC granting a waiver permitting the construction to be made without requirement of a completion of performance bond as set in Section 10 of the Protective Covenants, property owner agrees to indemnify and cause to be satisfied any and all material and all mechanics' liens which may be filed against the said Architectural Control Committee for its failure to require performance or completion bond, and further agrees to defend and hold harmless the said ACC in any Lawsuit filed by any one asserting a material or mechanics' lien in connection with the construction of the building on said property.

In Witness Whereof. The undersigned hereunto puts his (their) hand and seal, and hereby binds his (their) heirs, executors, administrators, successors, and assigns  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Property Owner's Signature

## ACKNOWLEDGEMENTS

State of Arkansas                                 )  
County of   ) ss:

On this \_\_\_\_\_ day of \_\_\_\_\_, in the 20\_\_\_\_\_, before me \_\_\_\_\_,

DAY                  MONTH                  YEAR                  NOTARY PUBLIC NAME

A notary public, personally appeared \_\_\_\_\_,  
NAME OF DOCUMENT SIGNER

Proved on the basis of satisfactory evidence to be the person(s) whose name(s) (is/are) subscribed to this instrument, and acknowledged (he/she/they) executed the same. Witness my haven and official seal.

# SEAL

NOTARY PUBLIC

My Commission Expires: