



Application for Approval of Modifications, Additions, or Improvements

94-1030 Waipio Uka St., Suite 103 • Waipahu, HI 96797 • Phone (808)676-1991

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**Waiekele
Community
Association**

Name of all Legal Owners _____

Property Address _____

Neighborhood _____ Lot or Unit # _____

Tax Map Key _____

Form of ownership (check one) Joint Tenants Tenants by the Entirety Tenants in Common

Trustee Tenants in Severalty Other (specify) _____

Owner to serve as primary contact for this application (Name) _____

Mailing Address (if different from above) _____

Day Phone _____ Night Phone _____

Brief Description of Proposed Work: _____

General Contractor(s)* _____ License Number(s) _____

***IMPORTANT** The property owner has the sole obligation to submit plans to the WCA for approval. WCA may reject plans, materials, or products submitted by other parties other than the property owner.

By signing below, applicant understands and agrees to all terms and conditions stated on the front and back of this form

Printed Name	Signature	Date
_____	_____	_____
_____	_____	_____
_____	_____	_____

PERMIT PROCESSING FEE MUST ACCOMPANY COMPLETED FORM
See Section VIII of the *Modifications Committee Rules and Guidelines* for fee amounts. Please see reverse for "Other provisions".
Please make check payable to Waiekele Community Association.

(For Office Use Only)

Lot Number _____ Full Focus Permit _____ Violation _____ Date _____

Received by: _____ Payment Amount \$ _____ Check No. _____

Approved subject to condition per letter dated _____

Incomplete Application Disapproved by Modification Committee

Other _____

Authorized Signature: _____ Date: _____



Other Provisions

1. Attach one (1) copy of the plot plan (copies available at the WCA office), and if applicable the building plan, for any improvements that incorporate structures, concrete or masonry surfaces, or manmade materials, e.g., walls, fences, walkways, slabs, gutters, down spouts, solar units, etc.

If submitting building plans larger than 11" x 17", two (2) copies are required; one will be returned to the homeowner upon approval by the Modifications Committee. **NOTE:** Homeowners are recommended to provide an electronic copy (PDF) of plans if possible. The electronic copy will be accepted in place of one (1) set of plans. One (1) hard copy must always be provided and will be returned to homeowner upon approval.

2. Photograph(s) of the home/lot reflecting the areas of proposed modifications should be submitted with other required material to clarify what the plans or plot plan may fail to present.
3. Failure to obtain approval or to follow approval plans is a violation of the Master Declaration and can result in the removal of non-conforming alterations at the owner's expense as well as the imposition of fines and/or penalties.
4. Section 11.06 of the Master Declarations states: "Review and approval of any application pursuant to this article is made on the basis of aesthetics considerations only and neither the NCC nor the MC shall bear any responsibility for ensuring the structural integrity or soundness of approved construction or modification, nor for ensuring compliance with building codes and other governmental requirements. Neither the Declarant, the Association, the Board of Directors, any committee, director, employee or member of any foregoing shall be held liable for any injury, damages or loss arising out of the manner or quality of approved construction on or modification to any lot." Accordingly the applicant agrees to indemnify, save, defend, and hold harmless the Declarant, the Association, the Board of Directors, and all officers, directors, committee members, employees and agent of each from and against any all and all claims and causes of action of any kind whatsoever arising out of or related to the approval of this application.
5. Permits and approvals are subject to revocation if work is not commenced and/or completed within the time periods stated in the Modification Committee Rules and Guidelines.
6. All required neighborhood committee, neighborhood association or condominium association approval must be obtained before submitting this application and attached hereto.
7. Incomplete applications will be disapproved.
8. No application will be considered by the Modification Committee unless the owner is an association member in good standing (i.e. no outstanding violation, delinquencies, etc.)
9. Submit completed and signed application along with appropriate permit processing fees to Waikele Community Association, 94-1030 Waipio Uka Street., Suite 103, Waipahu, HI 96797