

# Hamilton Field of Marin Association

## Application for Design Review for Solar Panels

(Four copies required when submitting a completed application)

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ W: \_\_\_\_\_ C: \_\_\_\_\_

Email: \_\_\_\_\_

The Application for Design Review for Solar Panels is required prior to work commencing.

Four **completed** applications must be submitted at least **60 days prior** to the installation of solar panels.

Applications must include the following to be considered complete:

1. Plan showing the location of solar panels. (The preferred installation location of solar panels is the roof area that is not visible from the street. The preferred location shall be used if possible.)
2. Plans and diagrams showing all dimensions (length, width, height, etc.).
3. Detailed sketch or catalog of mounting design including color.
4. Color of panels and mounting equipment.
5. Estimated start date: \_\_\_\_\_ Completion date: \_\_\_\_\_.
6. Proof that all neighbors affected by the proposed change have been notified. For your convenience, have them sign the "Neighbor Acknowledgment."

### Appearance

1. Piping and electrical connections shall be located directly under and/or within the perimeter of the panel, painted the color of the house, and must not be visible from the street. All electrical conduit must be painted to match the house.
2. Both the solar panels and the trim of the support structure must be a dark color unless a lighter color matches the roof better.
3. Panels installed on the front elevation of a residence or a roof that faces a street must be flush-mounted on the roof (ie: essentially parallel with and flat to the roof surface).
4. Panels must have sufficient glare resistance as to not cause annoyance or be a nuisance to other homeowners.
5. Solar panels must not produce reflected heat that can be felt or sensed by other homeowners. All painted surfaces must be kept in good repair at all times.
6. If a solar panel is damaged, it shall be repaired or replaced within 90 days of date of damage; and if not, the panel must be removed.
7. If a solar panel installation is taken out of service/no longer used, the installation shall be removed from the property.
8. When a solar panel is removed, all mounting devices must be removed as well. The roof material should be repaired so as to cover/obscure all signs of the previous solar panel installation.

Once four copies of this completed application and plans are submitted, the information will be forwarded to your neighborhood's Architectural Committee for review.

### I understand and agree that:

1. All modifications must be made in accordance with the Covenants, Conditions, Restrictions, Bylaws, and Architectural Guidelines of the Association and Neighborhood, as well as applicable building codes (including required permits).
2. No work will be started until approval is received.
3. The Architectural Committee's responsibility is a **design review only** and approval or disapproval shall be based on the considerations set forth in the CC&Rs and Neighborhood guidelines.

Board Approved April 2018

4. All approved modifications must be completed within 90 days unless otherwise specified and approved beforehand.
5. Building materials may not be stored on the streets or sidewalks. All rubbish and debris will be removed regularly and not allowed to accumulate.

**Owners Signatures:**

\_\_\_\_\_ Date: \_\_\_\_\_

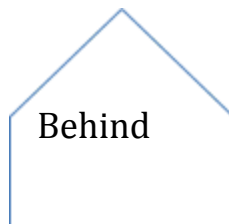
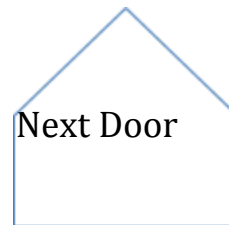
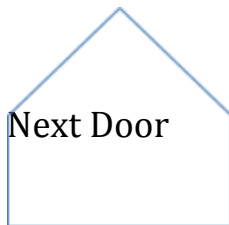
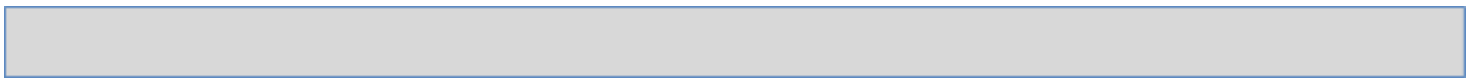
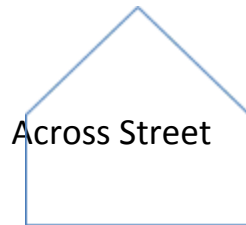
\_\_\_\_\_ Date: \_\_\_\_\_

## NEIGHBOR ACKNOWLEDGEMENT

By signing below, you are acknowledging that **you have been made aware** that your neighbor is proposing changes to their home exterior. If you disagree with the proposed alterations, you must do so in writing to the Association's property manager (Wakefield-Sharp) within 10 days of the date of your signature below. This will allow time for the Architectural Committee to consider your concerns before approval or disapproval.

Owner (PRINT)	Signature	Phone #	Date

Please have each neighbor initial the home where they live.



Return Form to:  
 Wakefield Sharp  
 P.O. Box 1173, Novato, CA 94948  
 415-382-1100 phone; 415-382-1191 fax

nichole@wakefieldsharp.com