

How To Fill Out ARC Application Form

The ARC was created to ensure future lot development meets Coast Village criteria. As most lot owners are not builders, it is best if they contact the ARC as soon as possible for help with their project and filling out the ARC Application Form. Early communication makes the entire process easier and less stressful.

Section 1—Select type of project. Most will be General unless you are establishing a dwelling or are dealing with a fence.

Property boundaries will be required on most projects.

Please mark whether they are marked or not. If you are not sure about a City Permit, we will help you.


Section 2—Please describe your project in as much detail as possible. Use additional pages if needed, manufacture drawings, pictures, etc. A sketch of the lot showing existing and proposed structures with distances from property lines is required. This can be a simple hand-drawn sketch so long as all of the information is included. Please contact us if you need any help.

Section 3—This section is only needed if you are establishing a new dwelling or replacing an existing one.

Section 4—Are your greenbelts a good privacy barrier? You are signing that you have read the ARC Policies & Procedures and other governing documents (CC&Rs, Bylaws, Coast Village City Zoning) and that your project complies with all conditions. You may get copies from the Office or online at cvpoc.com

Please contact us with any questions you have about your project or with this form.

We are here to help.



Coast Village ARC Project Application

General New Dwelling Fence Extension

Date _____ Lot # _____ Phone # _____

Name _____ email _____

Name of builder (person doing work) _____

Are property boundaries located and marked? Yes No City permit required? Yes No

Proposed start date of project _____ Proposed completion date of project _____

Section 2

Description of project _____

(Please use back of page or additional pages as needed. Please include any additional pertinent information.)

Section 3

New Dwelling Placement Motorized RV Fifth Wheel Trailer Travel Trailer Park Model
 Manufactured Home Stick Built Home Other Year Manufactured _____

Are all greenbelts up to standard (95% visual screening)? Yes No

Section 4

I / We (circle one) have read, in its entirety, the Coast Village ARC Policies & Procedures and shall comply with all project and/or dwelling unit restrictions set forth as specified in the document and all other governing documents. All corner property markers have been located and are clearly marked.

X _____ Date _____
 X _____ Date _____

Signature(s) Lot Owner(s) / Representative(s)

To be completed by ARC: Granted Denied Postponed Extension Date _____

For ARC Use

ARC Member Signatures _____
 Greenbelt Restoration Plan Required Yes No Date BOD approved fence _____

Final Inspection Date _____

ARC Member Signatures _____
 Lot Owner Signature(s) _____