

WROA – ARC

Guide to Use of Forms

- For New Construction: Use Form 5A only
- For Remodel, Lot Improvement, Modifications, Changes: Use Forms 5A and 5B
- Prior to submitting form(s) by mail, please ensure the following:
 1. Application forms are filled out completely and signed
 2. A check is enclosed:
New Construction: \$400
Remodel: \$200
 3. “To scale” plot plan is attached (Refer to sample)
 4. For new construction or remodel applications, a complete set of building plans will be required and will be retained on file with the ARC. Building plans may be submitted by mail or hand-delivered to any ARC member.
 5. A current address and phone number by which the application may be reached during the 30-day period following submission of the application is provided
- All applications and accompanying materials are to be submitted by mail to the following address:

WROA/ARC
53525 Wild River Way
La Pine, OR 97739

- Upon receipt of your completed application and materials, the ARC will submit consent or rejection in written form within thirty (30) days.
- Once Deschutes County permits are obtained, please remit copies to the ARC at the above address. These documents will be retained on file with your application and building plans.
- Please locate, review, and submit to your contractor (if applicable) the Notice to General Contractor form located in your White Book under Section H (ARC forms). While the ARC does not require you to return a signed copy of this form, you, as property owner, may be assigned responsibility for contractor/subcontractor infractions of the community guidelines for construction activity identified in the notice.

