

**HOMEOWNERS ASSOCIATION
APPLICATION FOR ARCHITECTURAL APPROVAL**

Owner's Name: _____

Unit Address: _____

Mailing Address: _____

Daytime Telephone: _____ Email: _____

Lot or Unit #: _____

Description of requested change: _____

Please indicate supporting documentation attached to this application:

- | | |
|---|---|
| <input checked="" type="checkbox"/> <u>XX</u> Installer quote & scope of work (required) | <input type="checkbox"/> Photographs |
| <input type="checkbox"/> Sketches/Drawings | <input type="checkbox"/> Paint Chip/Sample |
| <input type="checkbox"/> Construction Plans | <input type="checkbox"/> Catalogue Picture/Brochure |
| <input type="checkbox"/> Other _____ | |

SUBMITTAL REQUIREMENTS: Sufficient information must be furnished with all applications presented to the Architectural Committee/Board for approval. Lack of any items or insufficient data on any items will cause delay in checking and approving plans. It should be understood that ***NO ARCHITECTURAL CHANGE CAN PROCEED WITHOUT PRIOR WRITTEN APPROVAL OF THE COMMITTEE AND/OR THE BOARD OF DIRECTORS.***

1. **Structures** – including, but not limited to patio covers, fences, solar installations, patio slabs, etc.
 - a. **Plot Plan** - must include property lines and dimensions, site of proposed new construction and its relationship to property lines and existing structures, location and dimensions of existing structures.
 - b. **Building Plan** - construction details to assist in evaluating the project include dimensions, materials, colors, and name of contractor.
2. **Landscaping** - landscape plan must show location, type and size of each plant; ground covers must be clearly specified with irrigation indicated.
3. **Exterior Painting** - Please use ***only*** the paint color codes authorized by the Association.
4. **Satellite dish installation**

All work must be performed by a licensed contractor, unless otherwise approved by the Board of Directors. Proof of Workers Compensation & Liability Insurance, as well as the contractors CSLB# must be submitted with this form.

I acknowledge and agree that I will be solely responsible for any claims, including without limitation, claims for property damage, or personal injury, which result from the requested change or addition. I hereby indemnify the Association from and against any and all applicable codes and ordinances, and for obtaining all necessary permits and inspections for the requested change or addition and further, that I am responsible for all maintenance, repair and upkeep of said change or addition.

Please remember to attach the installer quote & scope of work.

SIGNATURE: _____ DATE: _____

THIS IS A TWO-PAGE DOCUMENT. PLEASE COMPLETE OTHER SIDE!

NOTE: It is required that signatures be obtained from neighbors on each side and to rear of the lot being improved BEFORE the Committee will review this document.

The undersigned neighbors have no objections to the above planned improvement.

Name	Print	&	Sign	Address
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

Board of Directors Use Only

APPROVALS:

_____ Approved as requested.

_____ Approved; subject to the following conditions:

_____ Disapproved for the following reasons:

Board Member/Architectural Committee Signature

Date