

ARCHITECTURAL COMMITTEE
16955 Bernardo Oaks Drive
San Diego, CA 92128-2166
(858) 729-1232

FILE# _____
Date Received _____
Membership # _____
Sub-division _____

APPLICATION FOR ARCHITECTURAL COMMITTEE APPROVAL OF EXTERIOR IMPROVEMENTS

**APPLICANTS ARE REMINDED THAT NO IMPROVEMENTS MAY
PROCEED WITHOUT PRIOR APPROVAL BY THE COMMITTEE**

Applicant's Name _____

Owner's Address _____

Owner's Phone: Residence _____ Business _____

Address of Project _____

E-mail address: _____ (Preferred method of communication)

1. Approval of following project(s) is/are requested: (Use reverse side if necessary)

<p>Will there be a Storage Unit/ Dumpster or Porta Potty on site?</p> <p>Please circle one</p> <p>Dumpster: YES NO Porta Potty: YES NO</p>	<p>If YES; how long?</p> <p>_____</p> <p>DAYS</p>
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PROPOSED START DATE: _____

PROPOSED COMPLETION DATE: _____

Homeowner's
Signature(s) _____ Date _____

NEIGHBORS' ADVISORY/REVIEW:

Have your neighbors been informed? Please circle one YES NO

- COMMITTEE ACTION: The improvement(s) above is/are approved / disapproved.

NOTE: APPROVAL EXPIRES ONE YEAR FROM DATE OF ISSUE.

[illegible]

SUBMITTAL REQUIREMENTS:

FOR APPLICATIONS FOR IMPROVEMENT – for new buildings, or modifications/changes to existing buildings/lots, the Committee requires detailed plans and drawings, including a digital copy of such (if possible) for the proposed improvement including but not limited to:

FOR STRUCTURAL CHANGES – detailed plans including design details and drawings indicating the scope of the Improvement including description of materials to be used, color swatches for stucco and paints, roofing material samples and specifications. The footprint of existing buildings must be depicted on the plan, as well as property lines and setbacks.

FOR LANDSCAPING – landscaping plans showing location and type and size of intended plantings including trees, ground cover, driveway, patios, and pathways are required. Any proposed alteration to existing drainage patterns or irrigation systems must be reflected as well

FOR FENCING OR WALLS – plans showing the location and height of proposed fences and walls, including retaining walls, and description of materials to be used. Plans to include footprint of existing buildings, property lines, and setbacks. A sample of the proposed material may be required by the Committee.

FOR EXTERIOR PAINTING – color swatches for stucco and paints. If fascia/trim is to be painted a different color than the main color, samples of the trim color must also be submitted.

FOR RE-ROOFING - samples of roofing specifications

FOR SOLAR PANELS – plan with location of panels and manufacturer’s specifications.

Applications also require a proposed start and proposed finish date for the project.

Incomplete Applications may be returned for re-submission prior to consideration. Submission of an incomplete application will not start the time limit for Committee review.

IMPORTANT NOTICE: Architectural Committee approval covers aesthetic and CC&R interests only. ***It is your responsibility to obtain any necessary City or County permits before starting any work on your property,*** particularly to existing or new structures incorporating additions, alterations or modifications to electrical, water, sewer or gas lines. Zoning regulations may govern but are not limited to: fences, garden or retaining walls, patio covers, carports, garages, paving, swimming pools and yard-accessed water softeners, structures, etc.

COMMITTEE PROCEDURES: The Architectural Committee meets every Saturday at 8:30 a.m. It inspects current Application sites as needed, the following Saturday. Decisions will be communicated by mail.

- An agenda for the meeting will be posted on the Swim and Tennis Notice Board each Friday morning prior to the Saturday morning meeting. The agenda will list the address for each new Application for Approval of Exterior Improvements and a brief description of the improvement sought e.g. fence to rear of property, paint exterior etc. Addresses for Reports of Possible Violations and the violation will not be itemized on the agenda.
- For consideration at a Saturday morning meeting, Applications for Approval of Exterior Improvements and Reports of Possible Violations of CC&R's must be received at the Swim and Tennis Club by the previous Thursday Noon.
- Applications must be complete. Incomplete Applications may not be considered and may be returned to the applicant for completion and resubmission for consideration.
- Visits to properties, as needed for a Committee decision, will be scheduled for the Saturday a week after the original Committee review of the Application.
- Decisions on Applications for Approval of Improvements will generally be made by the Committee at the Saturday meeting where the Application is considered, when no site visit is deemed necessary, or on the Saturday of the visit to the property. The applicant will be notified of the decision by mail.