

Oak Valley II Community Association
ARCHITECTURAL REVIEW COMMITTEE
IMPROVEMENT APPLICATION PROCEDURES

No construction, installation or alteration of an improvement on the properties of an owner may be commenced until the plans and specifications have been approved in writing by the Association.

Please include the following information on or with your plans.

A. **A \$150.00 processing fee made out to the “Oak Valley II Community Association” must accompany this application for plan review and processing expenses.**

*****COLORED PHOTOS OF FRONT or BACK YARD IN CURRENT STATUS (ALL SIDES)*****

Initials ____ 1. If a structure is proposed (patio cover, walls, gazebos, room additions, sun room, sun shades, etc.), a plot plan must be submitted indicating a north arrow, the location of the residence on the lot and the dimensions of the residence and proposed structure from the property lines. The scale of all plans and elevations must be either 1” = 10’ or 1/8” = 1’. Minor details do not need to be to scale.

Initials ____ 2. For any proposed structure, the plans must indicate the location, elevation (height and width), color, and materials of construction. Patio covers may be white or match the color of the trim or stucco on the house. Color of other structures must be compatible with the colors of the house (*trim or stucco*).

Initials ____ 3. If structures are to be added, submit color photographs of front and rear of the house.

Initials ____ 4. Landscaping plans should also be included on the plans as generally described in the Landscape Guidelines.

Initials ____ 5. It should be noted that neither the Landscape nor the Architectural Guidelines are all-inclusive.

I (we) hereby certify that I have read the “Rules and Regulations and Design Guidelines” of Oak Valley II Community Association and Article X, Sections 28 and 30 of the CC&R’s and will comply with the requirements therein.

Attach (1) one copy of the drawings/plans to the application form and mail to:

**Oak Valley II Community Association
c/o Action Property Management, Inc.
1250 Corona Pointe Court, Suite 404
Corona, CA 92879**

Applicant Signature

Date

ARCHITECTURAL REVIEW COMMITTEE APPLICATION

Oak Valley II Community Association

Homeowner: _____ **Telephone:** _____

Address: _____

PROPOSED IMPROVEMENTS: _____

Your submission to the Architectural Review Committee regarding your landscaping and/or architectural improvements dated: _____ has been:

- _____ Disapproved (see comments below)
- _____ Additional information required to process (see comments below)
- _____ Approved (subject to conditions below)
 1. Review entire set of CC&R's to be in full compliance. Related Sections (but not limited to):

2. Do not obstruct or impair proper drainage.

YOUR PROPERTY GRADE WAS DESIGNATED BY A STATE LICENSED CIVIL ENGINEER TO DIRECT WATER AWAY FROM THE STRUCTURE AND ADJOINING PROPERTIES TOWARDS THE STREET GUTTER WATER COLLECTION SYSTEM. FAILURE TO REESTABLISH PROPER DRAINAGE MAY CAUSE, BUT IS NOT LIMITED TO: DAMAGE TO NON-MOISTURE RESISTANT IMPROVEMENTS, HEAVING OF FOUNDATION SOILS, UPLIFT OF PERIMETER FOOTING, DEFORMATION OF THE FRAMING AND DAMAGE TO ADJACENT PROPERTIES.

3. Do not divert water to neighboring lots.
4. Do not allow water to pond or come into contact with house foundation/slab.
5. Patio overhangs should be stained to match existing house trim color.
6. Observe side yard set back requirements for any overhangs.
7. Any rework of the grade adjacent to the existing fence should be done very carefully to eliminate any kind of drainage problem to the adjacent neighbors. The grade cannot be raised against the fence for any reason; this is unacceptable.
8. Wrought iron, slump stone and wood fencing may not be modified without prior written approval.

This approval is limited to a determination as to quality of materials, harmony of external design with existing structures, and as to location with respect to topography and finish grade elevation of the structure to be built on your property. You must comply with all provisions of the covenants, conditions and restrictions recorded against your property especially as to any height restrictions or restriction as to number of stories. Your improvement must comply with all city and county building ordinances. This improvement may require a building permit which you would be responsible to obtain. It is not the duty or responsibility of the Architectural Review Committee to check compliance with any of the covenants, conditions and restrictions or building ordinances. If for any reason the plans do not conform to these covenants, conditions and restrictions, building ordinances, proper building practices and designs, the responsibility is solely that of the owner and is subject to the approval and enforcement rights set forth in the CC&R's. In approving your submission the Association neither assumes responsibility or liability for your compliance, nor waives its rights to hereafter enforce your compliance.

Homeowner must submit construction schedule to Architectural Review Committee prior to commencement. Notification to the Architectural Review Committee must be given for inspection upon completion of home improvements. Should you have any further questions, please contact the management company.

You must return this signed form to the ARC Committee for your ARC approval to be effective. By signing below you acknowledge that:

- I. The drainage on your property at this date is designed, installed and functioning properly.
- II. You indemnify the Association, Developer and all third parties from any damage resulting from your proposed improvements.
- III. Your proposed improvements may impair remaining developer warranties, if any.

Acknowledged and agreed:

Homeowner _____

Date _____

Architectural Review Committee Designee _____

Date _____

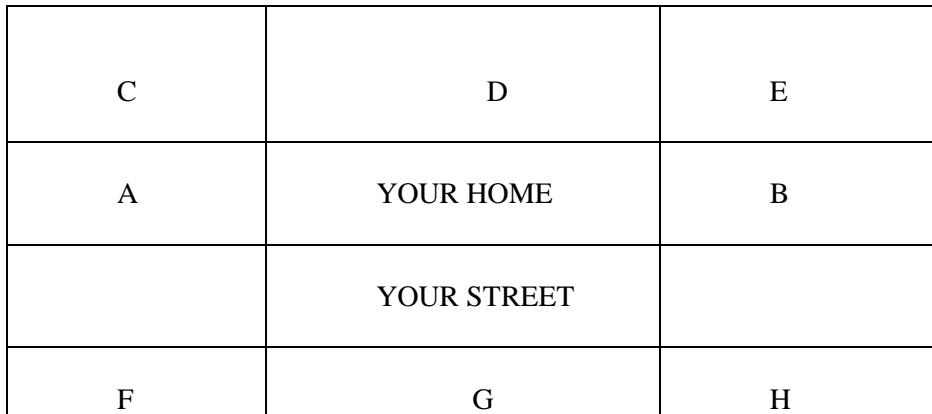
FACING AND ADJACENT NEIGHBOR STATEMENT

APPLICANT'S NAME: _____
ADDRESS: _____
PHONE NUMBER: _____

This is intended to advise your neighbors who own property adjacent to your lot/property line of the improvements you plan to make. This includes side, rear and the possibility of front, or across the street neighbors. Have each of your neighbors sign this form and in the corresponding spaces, in accordance with the diagram below.

NOTE: Neighbors A & B must sign all applications. If the improvement is in your back yard, neighbors C, D, and E must also sign. If the improvement is in the front yard, neighbors F, G, and H must also sign. If no neighbors exist, or there is a vacant lot, please specify: "NO NEIGHBORS", "VACANT LOT: OR "NOT APPLICABLE (NA)".

***** FAILURE TO HAVE THIS SECTION COMPLETED WILL DELAY YOUR APPLICATION *****



NEIGHBOR	PRINT NAME AND ADDRESS	COMMENTS ATTACH ADDITIONAL COMMENTS TO THIS FORM	ACKNOWLEDGING SIGNATURE
A			
B			
C			
D			
E			
F			
G			
H			

NOTICE OF COMPLETION

Notice is hereby given that the undersigned, _____, is the Owner of:
LAST NAME (please print last name)

Address Oak Valley II
Association/Community Name

The work of improvement on the described property was COMPLETED on:
_____ **day of** _____, _____, in accordance with the Architectural Review
Committee's written approval, conforming with the above owner's plans and submitted package.

OWNER'S SIGNATURE **DATE**

Architectural Review Committee _____ DATE: _____

Architectural Review Committee _____ DATE: _____

- () INSPECTION APPROVED OR
- () INSPECTION APPROVED with the following conditions:

- () Disapproved due to the following:

(check) **PHOTOS ENCLOSED**

UPON COMPLETION OF IMPROVEMENTS

MAIL TO: Oak Valley II Community Association
c/o Action Property Management, Inc.
1250 Corona Pointe Court, Suite 404
Corona, CA 92879

OR EMAIL TO:
tblakley@actionlife.com