

Return this form in duplicate to the mailing address listed at the bottom, not to the management company !

Townhouse Exterior Modification Application

FORWARD: All Laurelwood town homes are subject to the townhouse declaration of covenants, conditions and restrictions (CC&R's).

CC&R, ARTICLE VII, SECTION 1. "No building, fence, wall or other structure shall be commenced, erected, painted or maintained upon the properties, nor shall any exterior addition to or change or alteration therein be made until the plans and specifications showing the nature, kind, shape, height, color, materials, and location of the same shall have been submitted to and approved in writing as to harmony of external design".

PLEASE DESCRIBE YOUR INTENTIONS BELOW. Be specific as to exactly what the modification will look like. Attach a sketch, rendering, elevation, product data sheet, photograph or other information to aid in the application process. Remember, a volunteer committee will be evaluating your application. If they can't understand exactly what you propose, the application will be sent back to you.

MODIFICATION PROPOSED AS FOLLOWS:

Please see attached plans with specifications and measurements including layout and/or blue prints.

Note: This application will expire in 30 days if work is not started.
 This application will not supercede any violation notice in effect.

**Architectural Committee Stamp
 Must Appear Below Before
 Work Can Begin.**

If you have any questions about acceptable standards for any exterior modification, Please request the applicable policy from the Management Company or Architectural Control Committee.

HOMEOWNER NAME _____
 (Please Print)

PROPERTY ADDRESS _____

DATE OF APPLICATION _____

HOME TELEPHONE # _____

Please Note:

HOMEOWNER(S) SIGNATURE is required on reverse side...

Owner's Acknowledgements:

I understand:

1. ...that nothing herein contained shall be construed to represent that alterations to land or buildings in accordance with these plans shall not violate any of the provisions of building and zoning codes of the county to which the above property is subject. Further, nothing herein contained shall be construed as a waiver or modification of any said restrictions;
2. ...that no work on this request shall commence until written approval of the Architectural Control Committee has been received by me;
3. ...that any construction or exterior alteration undertaken by me or in my behalf before approval of this application is not allowed; that; if alterations are made, I may be required to return the property to its former condition at my own expense if this application is disapproved wholly or in part; and that I may be required to pay all legal expenses incurred;
4. ...that any approval is contingent upon construction or alterations being completed in a workmanlike manner. It is understood by me that approval for any exterior modification is based on appearance and harmony of design in relation to the community at large.
5. ...that members of the Architectural Control Committee are permitted to make a routine inspection. The association board of directors and the architectural control committee are not responsible for possible structural engineering requirements for such modifications, or other unseen issues.
6. ...that a copy of this application will be returned to me after review by the Architectural Control Committee; The application review period does not start until the completed application is received by a committee member.
7. ...that there are architectural requirements covered by the Covenants and a review board process as established by the Board of Directors. The association is not responsible for any defect in materials and does not warrant any product which may be approved for appearance only.
8. ...that the alteration authority granted by this application will be revoked automatically if the alterations requested have not commenced within thirty (30) days of the approved date of this application and/or completed by any date specified by the Committee;
9. ...that all proposed improvements must meet city, state and local codes. My signature indicates that these standards are met to the best of my knowledge. I understand that applications for all required building permit(s) are my responsibility;
10. ...that any variation from the original application must be resubmitted for approval.
11. ...if approved, said alteration must be maintained per Article V, Section 2 of the Townhouse Declaration of Covenants, Conditions and Restrictions for Laurelwood in Tustin.

Owner/Applicant Signature: _____ Date: _____

Co-Owner/Applicant Signature: _____ Date: _____

Attachments: (1) Sketch, photo, catalog illustrations, etc.
(2) Copy of survey marked with change being requested including dimensions and height.

FOR COMMITTEE USE ONLY: Date Received: _____

Approved: _____ Date: _____

Disapproved: _____ Date: _____

Comments: