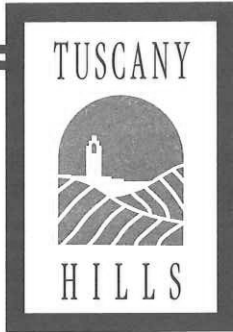


TUSCANY HILLS LANDSCAPE & RECREATION CORPORATION



75 Via Scenica • Lake Elsinore • CA 92532

ARCHITECTURAL APPLICATION

A Renaissance in California Living

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ARCHITECTURAL APPLICATION

1. All work occurring on the exterior of the home (front, side or rear) must have written Architectural approval before it's started.
2. The Architectural Control Committee (ACC) "generally" meets on the 1st and 3rd Wednesday of each month. (However, meetings and processing procedures will be dependent upon the volume of applications received and the ACC having a quorum for the meeting.)
3. Deadline for submittal of any Architectural Application: 2:00 p.m. the Friday prior to any meeting. We ask that plans be submitted during the on-site office hours: Tuesday – Saturday, 9:30 am – 5:00 pm, closed between 1-2pm.
4. Two (2) complete sets of the Architectural Application and two (2) complete sets of the detailed plans (including all measurements, elevation, colors etc.) must be submitted on 8½"x11"(letter size) paper. Incomplete plans may be returned to you.
5. The Architectural Application requires you to notify your adjacent neighbors, indicating that they are "aware" of what improvements you are proposing to make. This is not to be construed as neighbor "approval", but simply awareness. You need to notify the neighbor either across from or behind you (whichever one will be most impacted by the improvement).
6. Plans must include a COMPLETE drawing of the entire lot, location of home on the lot and details of the improvement to include: location of all proposed improvements, measurements (to include height, weight, depth, etc. as applicable), colors, color chips for colors, materials, etc. Specific measurements showing distances, setbacks, height, width, depth, etc. are mandatory. In this instance, the more information presented to the committee will help to minimize any questions, concerns or confusion they may have with your project.
7. Applications MUST include photos of the requested improvement area - no exceptions.
8. Applications will be reviewed within the thirty (30) day time limit provided for in the CC&Rs, and **all decisions are done in writing only**. The written approval or disapproval letter is processed within seven (7) to ten (10) days of the meeting, and within the thirty (30) day limit.
9. IMPORTANT: Work is **not** to be scheduled until you have **written approval** from the ACC, specifically approving your plans. (Please remember that this can take up to 30 days from the date your application is accepted). You must have written approval **before** you can start work. Approval is not given verbally, in any case. Letters of approval will be sent within thirty (30) days or less from receipt of complete plans and application.

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10. Remember, the ACC has up to thirty (30) days to review plans and sometimes it can take that long, especially due to the volume of applications submitted and under review, and the time the ACC has available. So please don't make plans to start work until you have your approval letter in hand.
11. All approved work must be started within 6 months and be completed within a maximum period of one (1) year. During all construction, the lot must be kept neat and orderly. Use of any dumpsters must be requested on the application, and any use must be temporary and a parking permit obtained from the on-site office.
12. You must notify the Association, in writing, immediately upon completion of the work. Your approved project is subject to inspection by the ACC for compliance to approved plans, at any time. Your improvement is not "officially" approved until the completed work is inspected, so the "Notice of Completion" is an important step for you to follow. (Pictures of completed work must be attached.)
13. If there are questions regarding your plans, you may be called by phone, notified and/or given an opportunity to clarify or supply the additional information by re-submitting your plans. You may attend the meeting and wait in the lobby during the ACC meeting, and if there are any questions on your plans that need clarifying the Committee will call you in. Or, as an alternative, if you wish to be available by phone, the Committee can attempt to telephone you.

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PROJECT INFORMATION

Date: _____

Applicant Name: _____

Address: _____

Telephone Number: _____

Modification Requested: _____

Work Schedule: _____

Commencement Date: _____

Contractor: _____

Architectural Control Committee:

You are hereby advised that the work described above is requested. Attached are drawings of work submitted for approval, as well as types of materials, colors and other pertinent information to be used as indicated. We understand building permits for home improvements are required by the County of Riverside, or appropriate governing agency, and the cost of the permits and subsequent inspection(s), will be borne by us.

We acknowledge that all approved changes in original design will be at our expense; that any and all damage to or relocation of existing sprinkler systems, swales and exterior landscaping or other damage resulting from the construction of the proposed improvement(s) shall be at our expense. Additionally, any maintenance of permitted improvements shall be at our expense, and we agree to hold harmless Tuscany Hills Landscape and Recreation Corporation for the maintenance cost of same.

We further acknowledge and agree that we or our contractor will not discharge any debris or construction materials, such as cement, concrete, sand or dirt, into gutters, catch basins or manholes. (City of Lake Elsinore Municipal Code: Title 14, Environmental Regulations", Chapter 14.08 "Storm water/Urban Runoff Management and Discharge Control")

Furthermore, we agree to hold harmless Tuscany Hills Landscape and Recreation Corporation from any liability, damage and or/loss resulting from the construction or performance of the proposed modification, whether or not constructed pursuant to approved plans, drawings and/or specifications.

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ADJACENT & IMPACTED NEIGHBOR AWARENESS STATEMENT

On or about _____, 20____, I notified the below listed neighbors of my intent to submit plans to the Architectural Control Committee for approval. I agree to make these plans available to these neighbors for review, including those that adjoin at the rear of the property.

(Signature of submitting Owner)

(Please Print or Type Owner Name)

(Address)

Where Applicable:

(Name of Neighbor)

(Address)

(Date Notified)

(Name of Neighbor)

(Address)

(Date Notified)

(Name of Neighbor)

(Address)

(Date Notified)

TUSCANY HILLS LANDSCAPE & RECREATION CORPORATION

ARCHITECTURAL APPLICATION

SIGNATURE(S) & COMMITTEE DECISION

Signature(s) of Owner(s): _____

Signature(s) of Owner(s): _____

RETURN APPLICATION TO:

Tuscany Hills Association Office
75 Via Scenica Drive
Lake Elsinore Ca, 92532

FOR COMMITTEE USE ONLY: (Do not write below)

Further information Requested: _____

Date Requested: _____ Date Received: _____

Decision:

Approved _____ Rejected _____ Date _____

By: _____
(Committee Member Signature)

(Printed Name)

By: _____
(Committee Member Signature)

(Printed Name)

By: _____
(Committee Member Signature)

(Printed Name)