

ORANGECREST COUNTRY COMMUNITY ASSOCIATION
Home Improvement Form

Forward To:

**ORANGECREST COUNTRY COMMUNITY ASSOCIATION
c/o ACTION PROPERTY MANAGEMENT
1250 CORONA POINTE COURT, SUITE 404
CORONA, CA 92879**

Property Address

Homeowner's Name

Email Address

Primary Phone

(e.g. Home or Mobile)

Secondary Phone

(e.g. Mobile or Work)

Contact Name

(If blank, assume
Homeowner above)

Contact Phone

Start

Completion

Approximate Dates

PROJECTS BEING SUBMITTED (check all that apply):

- Landscape (please indicate type/location)**
 - Front
 - Rear
 - Trees
- Fence(s) / Wall(s) (please indicate type/location)**
 - Front
 - Side
 - Rear
 - Retaining
- Hardscape (please indicate location)**
 - Front (not to exceed 33% of total front yard square footage)
 - Rear
- Air Conditioner / HVAC**
- Built-in Barbecue**
- Deck (Wood)**
- Drain(s)**
- Fountain / Waterfall**
- Gazebo**

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PROJECTS BEING SUBMITTED CONTINUED (check all that apply):

- Lighting**
- Painting (be sure to complete Painting Details section below)**
- Patio Cover**
- Patio Slab**
- Pool & Equipment**
- Rain Gutters**
- Solar System**
 - City Permit (attached)
- Spa & Equipment**
- Storage Shed**
 - City Permit (attached, if required)
 - Meets City of Riverside Code of Ordinances for Setbacks (e.g. at least five feet from side and rear property lines, and five feet from principal building) [Chapter 19.440]
 - Screening plant material, if visible from any street, sidewalk or Community property
- Other**

Describe:

PAINTING DETAILS

Our community has approved color schemes from Dunn-Edwards; however, you do not need to use Dunn-Edwards paint. If you are not using Dunn-Edwards paint, we need three (3) sets of paint chips. Any color scheme, other than the original paint color scheme, must be approved by the Architectural Committee.

Approved Paint Color Scheme

- (subdivision + scheme name, e.g. Kohl's Center #1 New Color Options) _____
- Painting (not using preapproved Dunn-Edwards color scheme)**

Please identify the color each location will be painted:

Siding _____
Main Stucco _____
Stucco Accent _____
Trim _____
Front Door _____
Shutters _____
Porch Railings _____
Garage Door _____

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CHECKLIST PRIOR TO SUBMITTING

1. I confirm that I have read and understand the current Architectural Guidelines.
2. Complete *Home Improvement Form*.
3. Complete *Facing and Adjacent Neighbor Statement* (e.g. neighbor notification with signature or three attempts to gain signature)
4. One Plot Plan (not required for painting). If proposing front yard hardscape, must include measurements and total square footage for existing, proposed and total hardscape and overall yard measurements.
5. Additional drawings and documents with size, dimension, and materials being used (e.g., for landscaping, include plant sizes; gallon, etc.)
6. Provide required color photos of Property:
 - a. Location of where work will be completed (e.g. front, back, and side yards)
 - b. Exterior painting only requires front of house color photo
7. Provide required color photos of **ALL** materials and plans being used.
 - a. Note, when not using an approved paint color scheme from Dunn-Edwards, please provide three (3) sets of paint chips (**must be mailed**).
 - b. Artificial Turf requires a one square foot physical sample (**must be mailed**).
8. Work on an approved Application should commence within six (6) months of approval and be completed within one (1) year of commencement.
9. Remember to submit a *Notice of Completion (NOC)* within thirty (30) days of completing the work.

FEES

- First Submission = \$ 25.00 (currently waived)**
- Resubmission = \$ 25.00**
- Rush Request = \$ 75.00**
- EMERGENCY RUSH REQUEST = no charge (example, downed fence)**

Architectural Committee approvals on submitted plans are not to be considered authorization to change the drainage plan as installed by the developer and approved by the appropriate governmental agencies. The review is intended to consider aesthetic appearance of the drains, pipes and coring and other applicable aspects of drainage. Plans are not reviewed from the standpoint of structural safety or conformance with building or other codes. Homeowner may also need to acquire approval from the appropriate governmental agencies for permission to encroach within public easements or right-of-way. Homeowner is responsible for following all City, or applicable governmental agency, codes (including setbacks) and obtaining all required permits. **Building permits may need to be obtained from the appropriate governmental agencies for such improvements as patio covers, gazebos, spas, pools, solar systems, storage sheds, etc.**

By signing below, I acknowledge that I am the Homeowner of the Property Address and understand that Architectural Committee approval is required for all work that will change the exterior appearance of my property. I will await written approval (which may take 30 days) before starting any work, as I understand I may be subject to a \$ 250.00 fine and potential additional costs of tear-out and rebuild. I have read and understand all the requirements from the checklist above and will provide all required items as part of my submittal or as required by the Architectural Guidelines (including *Notice of Completion* within 30 days of completing work). I understand the Fees as outlined above.

X _____
(Homeowner's Signature)