

SERRANO DEL VISTA HOMEOWNER'S ASSOCIATION

ARCHITECTURAL APPLICATION INSTRUCTIONS

*****Please read instructions carefully;
incomplete applications will not be accepted.*****

According to the Homeowner's Association governing documents, any change made to a homeowner's property requires prior written approval by the association's Architectural Committee. Homeowner's must submit the attached application, along with a detailed description of the proposed changes. Once received, the committee has 45 days to review the application and determine whether to approve, not approve, or request further information from the homeowner. Work may commence only after the committee has notified the homeowner of the application approval, and, if all work is completed in accordance with the approved application, the project will be deemed completed and approved. In the event that a homeowner's application is not approved, the homeowner may request a hearing before the Board of Directors, held in accordance with Civil Code Section 1363.05. The request before the Board must be made in writing. The Board has the authority to override the decision of the Architectural Committee and approve the homeowner's application. Any and all decisions made by the Board are final.

Be advised that homeowners are highly encouraged to review the C.C.&R.'s and the Architectural Guidelines before submitting an application. Please take note of the following excerpts:

Per the Architectural Guidelines, Article A:

“...All necessary City of Banning building permits must be submitted to the Architectural Committee before work can commence.”

Per the Architectural Guidelines, Article B:

“Any work...that requires submission to the Architectural Committee...shall be... completed within sixty (60) days after date of approval unless an extension is requested and approved in writing. Failure to start the work within forty-five (45) days voids the Architectural Committee's approval.”

Thank you,

The Architectural Committee

(Revised 05-14-2024)

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APPLICATION for ARCHITECTURAL APPROVAL

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*Only complete applications will be accepted. Applications may be submitted to any member of the Architectural Committee, **Monday – Friday 10am-4pm only**. If you have questions or need assistance with your application, please call during the same business hours.*

HOMEOWNER'S NAME: _____

PROPERTY ADDRESS: _____

MAILING ADDRESS: _____

PHONE #: _____

PROPOSED START DATE: _____ # OF DAYS TO COMPLETE: _____

.....
SCOPE OF WORK:

- [] **CHANGE TO FRONT LANDSCAPING:**
(Please include a detailed drawing on a separate sheet of paper and attach it to your application. Make sure to include the names and sizes of proposed plants, a description or photo of any proposed materials, ie. rock, flagstone, pavers, etc., and provide samples of any gravel. (Yard ornaments/pots are limited to 4).)
- [] **FENCE PAINTING/REPLACEMENT:**
(Include a sample of any proposed color change in the space provided below. Vinyl fencing is limited to white or almond; please include a color sample from your contractor.)
- [] **CHANGE TO EXISTING EXTERIOR PAINT COLORS:**
(Please list each color name, color #, and the location where each color will be used, on a separate sheet of paper and attach it to your application. Homeowners are limited to a total of 4 color choices. The list of approved colors, and where they can be used, is located in the library turn-about.
- [] **OTHER (describe briefly):** _____

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Homeowner is advised that work described in this application is proposed. No work may commence until approval is granted. The application must include all required drawings, descriptions, samples of materials, color choices, permits, and any information deemed pertinent by the Architectural Committee, the CC&R's, and the Architectural Guidelines. The homeowner also acknowledges that all costs associated with the proposed improvements, including cost of any permits and subsequent inspections, is the sole responsibility of the homeowner. In addition, the homeowner agrees to hold harmless the Serrano Del Vista Homeowner's Association and the Architectural Committee from any liability resulting from damage or loss from the construction or performance of the approved improvements.

Homeowner's Signature: _____ Date _____

Property address: _____

(For ARC use only; please do not write below this line)

APPROVED [] Date: _____

NOT APPROVED [] Date: _____

Reason/comments: _____

BY _____
Committee Member

BY _____
Committee Member

BY _____
Committee Member

BY _____
Committee Member

BY _____
Committee Member