

HOME IMPROVEMENT APPLICATION INSTRUCTIONS

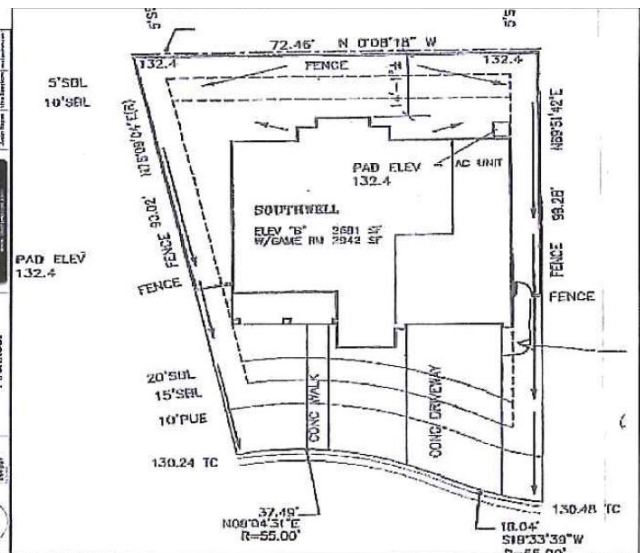
Work may not begin prior to the Committee or HOA Board approval.

The following items, if applicable, must be included with your Home Improvement Application or it will be considered incomplete!

- Landscape plan including location and species of all plantings and other materials to be used
- Neighbor signatures (if required)
- Color, finish and dimensions of proposed concrete, brickwork, rock beds, sod, fences and or/walls.
- For concrete, please include setbacks from neighboring property lines as well as the existing drainage pattern. If the existing drainage pattern will be altered, a new drainage plan must be submitted for review.
- Color photographs from several angles of the area the improvement is to be made
- Product brochure of exterior décor items, structures, doors etc.
- Site-plan and detailed drawing showing the existing structure, fence lines, property lines and all proposed improvements (see example below)
- Photographs from several angles of area the improvement is to be made
- Photographs of existing structure or work that has already been completed
- Homeowners are responsible for checking with the City to see if their project requires building permits. In some cases, the Association may require a copy of the City approved building permit.



(Sample Landscape Plan)



(Sample Site Plan)

Failure to obtain prior written approval prior to commencement of construction or installation of any modification shall constitute a violation of the CC&Rs and may include possible fines and/or other consequences.

Please **MAIL** your completed Home Improvement Application and all corresponding information to the management company:

Landmark Limited
Attn: Home Improvement Dept.
1731 E. Roseville Pkwy., Suite 100
Roseville, CA 95661

For questions or to follow up to ensure your application has been received, please email homeimprovements@landmarklimited.net or call (916) 746-0011

HOME IMPROVEMENT APPLICATION

Acknowledgement of all neighbors who will be affected by your alterations/improvements is required. To expedite the processing of your application, please show and explain your plans to all those neighbors who will be affected and have them sign in the appropriate place below.

NEIGHBOR ACKNOWLEDGMENT: I have reviewed the plans of the proposed addition of _____ and am aware of all their proposed alterations/improvements shown on the attached plan.

ADDRESS	NAME <i>(PRINT)</i>	SIGNATURE	DATE	PHONE

GENERAL CONDITIONS OF APPROVAL:

- 1. Comply with Covenants, Conditions and Restrictions and established Design Guidelines previously approved by the Board of Directors.**
- 2. Obtain all necessary governmental approvals. Construction shall comply with applicable laws, ordinances, codes, and regulations within the County. A permit may be required.**
- 3. If construction waste or excavation material results, it shall be disposed of properly.**
- 4. No construction materials or debris of any type shall be stored or dumped on any street within the development.**

Upon approval the Owner shall diligently proceed with commencement and completion of all work so approved. Work must be commenced within six (6) months from the date of approval. All work approved by the Board must be completed within one (1) year from the date of approval. Any request for an extension shall be in writing.

The undersigned applicant requests approval of the improvements described above based upon the plans included with this application. Applicant understands and agrees to comply with general conditions stated above.

X _____
OWNER SIGNATURE **TODAY'S DATE**

RETURN APPLICATION AND PLANS BY MAIL OR EMAIL TO:

Hideaway at River Islands

E-MAIL: Homeimprovements@landmarklimited.net

c/o Landmark Limited GROUP

1731 E. Roseville Pkwy. Suite 100

Roseville, CA 95661

If you have any questions, please call Landmark Limited: (916) 746-0011

HIDEAWAY AT RIVER ISLANDS

(For Association Use only)

___ APPROVED ___ NOT Approved ___ Conditionally Approved

COMMENTS:

By: _____ Date: _____