

## **Northridge Subdivision**

### **Architectural Improvements Application**

This application process is in accordance with the Declaration of Covenants, Conditions and Restrictions (CC&R's) and Design Guidelines for North Ridge Subdivision. Homeowners are required to be familiar with these documents and to comply with them.

#### **Instructions:**

This is to assist the Homeowner in ensuring the application submittal includes all information necessary for a thorough review process.

Projects include, but are not limited to the following:

- ☐ New construction, including site building and architectural guidelines.
- ☐ Building structure, forms, and materials, including windows and doors.
- ☐ Landscape design and materials.
- ☐ Retaining walls, landscape walls, and fences
- ☐ Porches, balconies, and decks
- ☐ Fireplace, chimneys, vents, flues, and gutters
- ☐ Skylights and solar panels

Before work on the project begins, the Homeowner must supply the DRC with a copy of:

- ☐ Sketch Plan (to include Lot Lines)
- ☐ Landscape and Irrigation Plan
- ☐ Material Specification List (Type, style, color)
- ☐ DRC Fee/Deposit

Kindly, complete the attached application form in its entirety. The DRC will use the information provided to evaluate your application. Applications are typically reviewed within thirty (30) days of submittal. Approved projects not completed within one (1) year of application require are required to resubmit an application for approval. Fees are non-refundable. Changes may result in the loss of deposit.

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#### **Fee Schedule**

The Northridge Subdivision Design Review Committee has established this fee schedule in order to maintain design standards and ensure a harmonious residential experience.

#### **Minor Projects** (including fence installation, exterior modification)

- ☐ Design Review Fee - \$150

#### **New Construction** (including new landscaping and irrigation)

- ☐ Design Review Fee - \$500
- ☐ Construction Damage Deposit - \$1500
- ☐ Landscaping/Irrigation Deposit - \$1000

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**Homeowner and Project Information**

NAME: \_\_\_\_\_

PROJECT ADDRESS: \_\_\_\_\_

YOUR MAILING ADDRESS: \_\_\_\_\_

YOUR PRIMARY PHONE: \_\_\_\_\_

YOUR EMAIL: \_\_\_\_\_

SUBMITTAL DATE: \_\_\_\_\_

Your description of the proposed project(s):

\_\_\_\_\_

**Submit documents noted below (where applicable):**

- ☐ Sketch Plan drawings to scale to include address and locations for patios, decks, walkways, and any other exterior improvements.
- ☐ Material Specifications to include manufacturer, model numbers, material type, fastener types, stains, colors, and installation procedures. Attach manufacturer's Specifications.
- ☐ Landscape/Irrigation Plans: To include the planting plan (areas of placement for trees, shrubs, ground cover, drip irrigation, etc.), plant material listed by species of trees and shrubs, ground cover material with weed control barrier material.
- ☐ DRC Fee Paid: \_\_\_\_\_

**Homeowner acknowledgements and agreements:**

I, \_\_\_\_\_, acknowledge and agree to the following:

**Compliance:** This project shall be promptly completed in accordance with the plans and specifications approved by the Northridge Subdivision Board of Directors and DRC, at my sole cost and expense. Any change to the approved plan requires that I submit a revised application for approval. I agree that I will not proceed with the revised plan until approved by Northridge Subdivision.

**Owner Responsibility:** To be fully responsible for all losses, injury and/or damage to person(s) or property, and all claims, demands, or causes of action whatsoever, of any nature and kind, asserted by any person and alleged to arise from or in connection with the Project.

**Indemnification:** To be fully and unconditionally indemnify and hold Northridge Subdivision harmless from all loss, injury and/or damage to person(s) or property (including but not limited to common elements of Northridge Subdivision and all property for which the Northridge Subdivision is responsible), and any and all claims, demands, of causes of action whatsoever, of any nature and kind, asserted by any person an alleged to arise from, in connection with, or resulting from the Project and/or my actions in furtherance thereof.

\_\_\_\_\_  
Homeowner(s)' Signature

\_\_\_\_\_  
Date

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**Design Review Committee Action**

Regarding the proposed Application for Improvement:

Submitted by: \_\_\_\_\_

Date: \_\_\_\_\_

Description: \_\_\_\_\_

The application is APPROVED. \_\_\_\_\_

Conditions (if any):

\_\_\_\_\_

(Or, if applicable.) The application is DENIED for the following reasons:

\_\_\_\_\_

Signed for the Architectural Committee by:

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature & Date