

VILLAGE GROVE TOWNHOUSE ASSOCIATION

c/o Seabreeze Management
391 North Main Street Suite #203 Corona, CA. 92879
Phone: 949-855-1800
customercare@seabreezemgmt.com

Architectural Review Committee (ARC) Application

Date: _____

Name: _____

Address: _____

Proposed Start Date: _____ Complete Date: _____

Home Phone: _____ Work Phone: _____

Architect, Engineer or Owner Representative (if applicable):

Name: _____

Address: _____ Phone: _____

Proposed Improvement(s) Project *(check all that apply)*

_____ Gazebo/ Patio Cover	_____ Fountain	_____ Pool & Equipment
_____ Barbeque	_____ Fence	_____ Spa & Equipment
_____ Swing Set	_____ Walls/Windows	
_____ Hardscape		
_____ Lighting	_____ Slope	_____ Drainage
_____ Playhouse	_____ Concrete work	_____ Landscape
_____ Trees		_____ Front _____ Back

Other:

Mail or email completed form to:
Village Grove Townhouse Association
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Front, Back and Adjacent Neighbor Awareness

The attached plans were made available to the following neighbors for review. If no neighbors exist, or there is a vacant lot, please specify "No Neighbors".

Adjacent Neighbor (right side)

Name: _____ Address: _____
(Please Print)
Signature: _____ Date: ____
Comment: _____

Adjacent Neighbor (left side)

Name: _____ Address: ____
(Please Print)
Signature: _____ Date: ____
Comment: _____

Neighbor (rear side)

Name: _____ Address: _____
(Please Print)
Signature: _____ Date: ____
Comment: _____

Neighbor (front side/facing)

Name: _____ Address: _____
(Please Print)
Signature: _____ Date: ____
Comment: _____

Should any homeowner disapprove, he/she may so indicate on the form or may send a written communication to the Village Grove Townhouse Association ARC if he/she so desires.

An impacted homeowner does not have the veto power over the proposed project; rather his/her concerns are a factor to be considered by the committee.

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ARC APPLICATION CHECK LIST

Your completed application must include the following:

- 1' Completed improvement ARC application (pages 1, 3 and 4)**
- 1' Completed facing, rear & adjacent neighbor statement (page 2)**
- 1' Plot map with property lines**
- 1' Three (3) copies of proposed improvement plans**
- 1' Detail description of plant material to be used (as listed on plans)**
- 1' Type(s) of building material to be used (as listed on plans)**
- 1' Type(s) of wood surface (as listed on plans)**
- 1' Color scheme samples (as listed on plans) for every item**

DISCLAIMER FOR VILLAGE GROVE TOWNHOUSE ASSOCIATION

The Village Grove Townhouse Association ARC shall not be responsible for the adequacy for Drainage, Structural, Safety, View Impacts, or Conformance with City of Corona, Corona Building or other City Codes.

The undersigned Owner is responsible and agrees to comply with all applicable federal, state, county and city laws and ordinances, and to obtain all necessary permits (and for using licensed contractor's for work over \$500.00 per California State Law) in connection with the proposed plans. Owner further agrees to send copies of such permits to the Village Grove Townhouse Association ARC prior to the actual implementation of the proposed plans (project).

I the undersigned understand and agree to:

- 1. Work: No work shall commence until written approval from the ARC has been received.**
- 2. Completion dates: All improvements approved by the Village Grove Townhouse Association ARC should be completed within *sixty (60) days* of the approval. Failure to complete work within the prescribed period of time may cause the approval to be rescinded and resubmission may be required.**
- 3. Owner is financially responsible (NOT HOA) for the upkeep & maintenance of this improvement. The financial and maintenance responsibility of any structural exterior improvement/modification to an individual unit will be transferred to future owners upon title changing of this property.**

Extenuating circumstances should be brought to the attention to the Village Grove Townhouse Association.

AGREED AND ACCEPTED

Owner Signature: _____ Date: _____

Owner Name (printed): _____ Owner Address: _____

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I _____ (print your name) hereby certify all pertinent neighbors have seen the plans I am submitting for the Village Grove Townhouse Association ARC approval. I understand neighbor objections do not, in themselves, cause denial; however, the ARC will contact the neighbors to discuss and determine their objections and their appropriateness, if necessary.

Address: _____

Signature: _____ Date: _____
(Homeowner signature required, otherwise automatic disapproval)

ARCHITECTURAL COMMITTEE USE ONLY

Date Received by ARC: _____

Approved

Conditional approval

Disapproved

ARC Member(s):

Date:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Notes: _____

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COMPLETION NOTICE

Owner(s), upon completion of your proposed architectural improvement(s) in accordance to submitted and approved by the Architectural Review Committee (ARC) plans, please fill out this notice and forward to the ARC, care of Weldon L. Brown Company, Inc. at the address or fax above. Thank you!

Name: _____

Address: _____

Home Phone: _____

Work Phone: _____

Completion Date: _____

In accordance with your Association’s governing documents the Architectural Review Committee has a right to inspect the property to verify that improvement(s) to the Lot were done in accordance with approved plans.

The property will be available for inspection by ARC on _____ at _____ :
(mm/dd/year) (time)

Signature: _____

Comments: _____

