## Exhibit A

Today's Date:	Property Improvement Form Property address:	n
Owner/Applicant's N	lame:	
Mailing Address (if o Daytime Phone:	different than property address): Evening Pho	one:
Fype of work (Please Architectural	e check appropriate items): Landscape	Equipment
Deck	Landscape/Hardscape (circle one)	Play Equipment
Gazebo	Removal of Exist New Install	Pool & Equipment
Room Addition	🗍 Front 🗌 Rear 🗌 Side	🔲 Spa & Equipment
Patio Cover(s)	Irrigation / Drains (circle one)	Water Feature
Chimney	Fence(s) / Wall(s) / Gate(s) (circle one)	Barbeque/Counter
Painting	Front Side	Fire Pit
Garage Door	Rear Retaining	Lighting
Outdoor Fireplace	Extension	Satellite Dish
ription of Improven	nents:	
		ar'a Signatura

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## **PROPERTY IMPROVEMENT FORM PAGE 1 OF 3**



# **Exterior Home Improvements - digital submissions**

Avalon Management provides the opportunity to submit applications digitally. Please review the following steps to submit your Architectural (ARC) Request below.

Avalon Portal submission:

- 1. Avalon Online Portal. Please visit <u>www.mygranitegate.com</u> to create/log on to your account through "My Account".
- 2. Once logged into the account you will select "Submit a New Request" located on the bottom of the page. Then select ARC Request.
- 3. Please make sure you upload the Architectural Home Improvement application and supporting documents before submitting.
- 4. After submission of the ARC Request you will be able to view your submission, receive updates on the application, leave messages, upload more documents, etc.
- 5. Please note a common error for all submissions, is file size. The system will not allow submission if the file size exceeds 25MB. If there are any difficulties, you may break up the application into multiple attachments.
- 6. Having troubles? Please review our Homeowner videos at <u>www.avalonweb.com</u>. You may also view the link here: <u>https://www.avalonweb.com/how-to-submit-an-arc-application.html</u>

Email Submission:

- 1. Please ensure your Architectural Home Improvement application and supporting documents are complete.
- 2. Please email <u>tarc@avalonweb.com</u>.

Home Improvement applications are available to be digitally filled out. However, the Neighbor Awareness page within the document may need to be printed.

If you need a hard copy please reach out to Management and we can mail you a copy, or you may pick one up at our local office.

We appreciate your willingness to improve the exterior of your home and look forward to assisting you through the process with the Homeowners Association.

Do not write below this line

• Disapproved as presented (List Reasons/Specific Guidelines Not Met)

#### • Approved as presented

Approved as revised/Conditional Approval:

Committee Signature	Date
Committee Signature	Date
Committee Signature	Date

General Conditions and Disclaimers:

- Committee approval does not waive or constitute or reflect compliance with any federal, state, or local law, ordinance, or code. Approval by the Committee does not relieve or satisfy an Owner's obligation to comply with all government laws and regulations affecting use of premises, subject to any approved plans. Approval by the Committee does not constitute approval by the city or county; and approval by the city or county does not constitute approval by the Committee.
- 2. Committee approval does not constitute acceptance of any technical or engineering specifications; and the Association assumes no responsibility for such. The property owner is responsible for all technical and engineering specifications. Approval by the Committee does not warrant structural safety, conformance with building codes or other applicable governmental requirements. The Committee reviews for aesthetic purposes only.
- 3. Any oversight of a provision of the governing documents, or a provision of the Guidelines/Standards, does not waive the rule. Corrections may be required. Only improvements depicted on the plans can be reviewed by the Committee. The Owner is responsible to ensure all improvements are depicted on the plans submitted. Any improvements not depicted on the plans are not approved. Any change(s) to approved plans shall be deemed unapproved until resubmitted and approved. Approval of plans and specifications shall apply only to the property for which approval is granted and is not authorization to proceed with Improvements on any property other than the property reviewed by the Committee and owned by the Applicant.
- 4. The use of a neighbor's yard for construction access is not permitted unless the neighbor has given written consent that includes a description of the access area. Access or storage of equipment used during the course of construction must be through the homeowner's property only. Property owned and/or maintained by the Association shall not be used for construction access or storage, unless Owner obtains prior written authorization from Association, the Owner agrees in writing to indemnify Association for damage to property owned and/or maintained by Association which is damaged as a result of an Owner's project, and Owner posts a construction deposit for restoration of damage to property owned and/or maintained by Association.
- 5. Owner is financially responsible for any repairs and/or replacement to property owned and/or maintained by Association which is damaged as a result of an Owner's project.

### **PROPERTY IMPROVEMENT FORM PAGE 2 OF 3**

#### DATE: \_\_\_\_

#### **PROPERTY ADDRESS:**

- 6. Building materials may not be stored on streets, sidewalks, or on property owned and/or maintained by the Association. Streets may not be obstructed by construction equipment. All rubbish, debris and unsightly material or objects of any kind shall be regularly removed from the property and shall not allowed to accumulate thereon.
- 7. The property owner is financially responsible for any repairs to property owned and/or maintained by the Association damaged by a property owner's project.
- 8. Approval of plans and specifications is not authorization to proceed with Improvements on any property other than the property reviewed by the Committee and owned by the Applicant.
- 9. Approval of plans and specifications is not authorization to revise the original drainage system installed by the Builder and approved by the City.
- 10. Applicant understands and agrees that Applicant must comply with all of the provisions of the Guidelines/Standards.
- 11. All of the provisions of the Guidelines/Standards (including, but not limited to, the Conditions of Approval) are the provisions of the governing documents regarding Design/Architectural Review; and are incorporated herein by this reference. The applicant has read and understands all provisions and agrees to comply therewith. Approval of plans is subject to and does not constitute a waiver of the terms and provisions of the Association's Declaration, Supplemental Declaration, Guidelines/Standards, Rules and Regulations or other Operative/Governing Documents. Any violation of the Governing Documents must be corrected upon notice of violation.
- 12. In the event that the City and/or County requires modifications to the plans and specifications previously approved by the Committee, the Owner shall submit to the Committee all modifications to the plans. The Committee shall have the right to review and impose further conditions on such modifications which are not inconsistent with the requirements imposed by the City and/or County. The Committee shall have the right to impose conditions of approval of proposed Improvements which are more restrictive than conditions as may be imposed by the City and/or County. The Committee shall have the right to impose conditions of approval of proposed Improvements which are more restrictive than conditions as may be imposed by the City and/or County. The Committee shall have the right to impose conditions of approval of proposed Improvements which are more restrictive than conditions as may be imposed by the City and/or County.
- 13. Failure to comply with and satisfy all procedural requirements for an application may void approval.

## MAIL TO:

## GRANITE GATE HOMEOWNERS ASSOCIATION c/o Avalon Property Management, Inc. 43529 Ridge Park Drive Temecula, California 92590

## E-MAIL TO:

## tarc@avalonweb.com.com

#### Exhibit B 1

## FACING, ADJACENT AND IMPACTED NEIGHBOR STATEMENT

The attached plans were made available to the following neighbors for review:

IMPACTED NEIGHBOR	IMPACTED NEIGHBOR	IMPACTED NEIGHBOR
Name	Name	Name
Address	Address	Address
Signature	Signature	Signature

## MASTER ASSOCIATION PROPERTY OR BACK YARD

ADJACENT NEIGHI	BOR
Name	
Address	
Signature	

PROPERTY WHERE WORK WILL TAKE PLACE

ADJACENT	NEIGHBOR
Name	
Address	
Signature	·····

## STREET

FACING NEIGHBOR	FACING NEIGHBOR	FACING NEIGHBOR
Name	Name	Name
Address	Address	Address
Signature	Signature	Signature

SUBMITTED: BY

The neighbors have seen the plans that I am submitting for Architectural Committee approval. (Please see above verification.)

I understand neighbor objections do not in themselves cause denial. However, the Architectural Committee will contact the neighbors to determine their objections and their appropriateness, if necessary.

Name	
Address	
Signature	
Date	

#### GRANITE GATE HOMEOWNERS ASSOCIATION

DATE:

PROPERTY ADDRESS:

### **REQUIRED WITH PAINTING APPLICATION**

#### Indicate the name and number of the paint color in



#### Exhibit B2

#### GRANITE GATE HOMEOWNERS ASSOCIATION Notice of Completion Form

Today's Date: \_\_\_\_\_ Property address: \_\_\_\_\_

Owner's Name:

Mailing Address (if different than property address): \_\_\_\_\_

Daytime Phone:\_\_\_\_\_

Evening Phone: \_\_\_\_\_

## ATTACH PHOTOGRAPHS OF ALL ANGLES OF IMPROVEMENTS, INCLUDING BOTH FRONT, SIDE AND REAR YARD, IF APPLICABLE.

MAIL TO: GRANITE GATE HOMEOWNERS ASSOCIATION c/o Avalon Property Management 43529 Ridge Park Drive Temecula, California 92590 E-MAIL TO: tarc@avalonweb.com

Do not write below this line

o Disapproved as presented

• Approved as presented

• Approved as revised:

Committee Signature	Date
Committee Signature	Date
Committee Signature	Date