

THE GALERIE HOMEOWNERS ASSOCIATION

ARCHITECTURAL APPROVAL AGREEMENT

This agreement, effective as of the date of execution, set forth below, is made by and between THE GALERIE HOMEOWNERS ASSOCIATION, a California Non-Profit Corporation (hereinafter referred to as "ASSOCIATION" and

Name: _____

Member of the Association and owners (hereinafter collectively referred to as "OWNER" of certain real property and improvements thereon located at

Address: _____ Telephone No: _____

Email: _____

OWNER desires to construct architectural alteration to SUBJECT PROPERTY and applies for approval of the ASSOCIATION in order to comply with the terms of the governing documents of the ASSOCIATION.

To assist the ASSOCIATION in consideration of your request, please advise what improvements you are making to your property:

Please submit the following:

_____ Dimensioned Plot Plan	_____ Material Samples (Photos)
_____ Detailed Plan Callouts	_____ Detailed Specifications
_____ Photographs	_____ Any other appropriate information

Neighbor Notification of Proposed Improvements

Signatures from your neighbors regarding the proposed improvements are required to acknowledge that they have reviewed the plans being submitted to the architectural committee for review. The neighbor signatures are not approvals to your plans, rather notification of the proposed improvements within your lot. The neighbor signatures below confirmed they have reviewed and understand the proposed improvements that are being submitted to the architectural committee for review.

Adjacent Owner (Next door to the left)

Owner Name: _____

Owner Address: _____

Owner Signature: _____

Date: _____

Adjacent Owner (Next door to the right)

Owner Name: _____

Owner Address: _____

Owner Signature: _____

Date: _____

OWNER agrees to the following: (Initials Required)

_____ 1. It is the OWNERS responsibility to obtain a building permit, if it is required by the governmental agency having jurisdiction and provide evidence thereof (a photocopy) to the ASSOCIATION, after final approval. Lack of permit final approval may cancel the ASSOCIATION's approval.

_____ 2. OWNER understands that the approval does not constitute a recommendation of the ASSOCIATION that the contemplated architectural alteration be made.

_____ 3. OWNER shall install all approved structural additions or modifications upon his lot in conformity with and matching the current materials, color, character, design and detailing to that established by the original construction.

_____ 4. OWNER understands that ASSOCIATION shall not provide any insurance coverage whatsoever, with respect to the herein-approved alteration and OWNER for himself, his heirs, successors and assigns hereby, agrees to provide for himself any and all requisite insurance.

_____ 5. OWNER for himself, his heirs, successors and assigns hereby indemnifies the ASSOCIATION, its directors, officers, and members and agrees to hold each of them harmless from any loss incurred in connection with the construction, use or maintenance of the herein-approved alteration.

_____ 6. OWNER agrees for himself, his heirs, successors, and assigns herein approved alteration shall be used as specified in the aforesaid plans and specifications, only, any other use of said alteration is hereby expressly prohibited, unless OWNER obtains the prior written permission of the ASSOCIATION to use said alteration for other purposes.

_____ 7. Construction of the herein-approved alteration shall be pursued diligently and completed no less than 90 days from the date of commencement of work. All work must commence and be completed within 90 days of architectural approval. If work is not completed within that time frame, the architectural application will become null and void, unless a formal request for an extension has been filed/requested to the Association for approval.

_____ 8. OWNER, for himself his heirs, successors and assigns hereby agrees to be responsible for and to pay for repair of any damages that may be caused, in any way, by installation of the herein-approved alteration.

_____ 9. OWNER shall submit a NOC (Notice of Completion) to the Association no later than ten (10) days after the completion of approved improvements. The NOC shall include but not limited to photographs, agency approved plans and/or reports, building permit and final job card signed off by governing agencies. Should owner fail to file a notice of completion with ARC Committee manager within timeframe provided above, owner shall be subject to association fines.

Notice of Completion:

OWNER: _____

Signature: _____ Date: _____

Print Name _____

_____ 1. Based on the plans submitted, the ASSOCIATION hereby grants approval and permission to the OWNER in strict conformity with said plans and specifications, on file with the ASSOCIATION'S permanent records.

APPROVED, SUBJECT TO THE FOLLOWING: --- **See "Attachment A"**

_____ 2. The Architectural Committee of the Board of Directors of the ASSOCIATION has denied your request. If you have additional information to assist us or wish to appeal this decision. please contact the Architectural Committee.

REASON DENIED:

GALERIE HOMEOWNERS ASSOCIATION

ARC Request Approval:

_____ Check here is "Attachment A" has been included for Variances and Considerations.

Director's Signature: _____ Date: _____

Director's Name Printed: _____

ARC Final Approval After Receipt of Notice of Completion:

_____ Director's Signature: _____ Date: _____

Director's Name Printed: _____

Comments (If Any): _____

ARC REQUEST ATTACHMENT A

This document is to address variations to the Galerie's Rules and Regulations and/or special consideration/actions needed to be taken by the Homeowner for granting approval for the following ARC Request:

Date of ARC Request: _____

Address for Request: _____

Homeowner filling Request: _____

VARIATIONS TO THE RULES AND REGULATIONS

NOTE: The following items were found to be in variance with the current Galerie HOA Rules and Regulations and the Actions required by the Galerie BOD to resolve each noted variance:

1. _____

Action: _____

2. _____

Action: _____

3. _____

Action: _____

4. _____

Action: _____

Director's Signature: _____ Date: _____

CONSIDERATIONS OR ACTIONS THAT MUST BE MET BEFORE FILING NOC TO GRANT ARC REQUEST APPROVAL:

NOTE: The homeowner must sign and date this document for approval to proceed before the ARC Request can be approved:

1. Homeowner assumes responsibility to any damage caused by workers to the landscape and irrigation. Homeowner will repair or replace such damage or the HOA will do so and bill the homeowner.

2. All work done to the exterior of the home must match the current HOA scheme and colors.

3. _____

Homeowner's Signature _____ Date _____

Director's Signature _____ Date _____

USE BACK OF FORM IF MORE SPACE IS NEEDED FOR ANY ITEMS