

Sequoyah Hills Homeowners Association

PO Box 18586 • Oakland, CA 94619-8586 • voice/fax 877.922.7111 • environmental@sequoyahhome.org

Application for Architectural Approval

NAME OF OWNER(S) _____

ADDRESS OF PROPERTY _____

TELEPHONE: DAYTIME _____ EVENING _____

BEST TIME TO CALL _____

EMAIL _____

DESCRIPTION OF PROPOSED WORK (Continue on separate sheet if necessary)

NOTIFICATION OF NEIGHBORS (Continue on separate sheet if necessary)

What affect will these changes have upon your neighbors? (ex. view, noise, traffic) Are your neighbors aware of the proposed changes? If so, please list the specific neighbors with whom you have communicated and describe their reaction to your proposal.

Applicant agrees and understands that submittal of this application does not fulfill all of the conditions and requirements for an approval. **In addition to this completed application form the applicant must submit a set of plans and specifications showing the nature, kind, shape, height, color, materials, and locations of the proposed architectural alterations.** It is especially important to include the location of the improvements in relation to the lot line and structure. **The submission must be in writing and plans should be in duplicate.** The Committee will retain one copy. Upon review of the application, one set will be signed, dated and returned to you. This approved copy of your plans should be retained because it should be passed on to future purchasers of your home. The Environmental Committee may require additional information it deems necessary to make a decision. Until all of the Committee's questions are answered and any requested information is submitted to the Committee, the application will be considered incomplete and the application will stand unapproved. Applicant further agrees and understands that in the event that the Committee approves the modification they may impose "Special Conditions of Construction" on the approved work. Any special conditions shall be attached and be a part of the approval. Any deviation from the approved plans, specifications or special conditions shall cause the approval to terminate and become null and void. You are required to notify the Committee when your work is complete so that final completion approval can be obtained.

It is further agreed that, in the event the application is approved, all maintenance, repair or replacement of the approved item will be the sole responsibility of the Owner. All work shall be initiated with consideration of the grounds, aesthetics, time and noise factors.

Applicant understands that all necessary permits and approvals from municipalities or other jurisdictions are the sole responsibility of the applicant and that Committee approval of this application is subject to the applicant receiving all such necessary permits and approvals.

THE UNDERSIGNED UNDERSTANDS AND AGREES TO THE ABOVE CONDITIONS:

Owner(s)

Date

***Please print, sign, and mail to Sequoyah Hills Homeowners Association, PO Box 18586, Oakland CA 94619-8586

FOR COMMITTEE USE ONLY

Approved Denied

Date: _____

Signed: _____