

Encinitas Ranch Community Association

*9610 Waples Street
San Diego, CA 92121-2992
WWW.NNJ.COM*

*(858) 550-7900
(800) 448-7601
FAX (858) 550-7929*

ARCHITECTURAL APPLICATION #2

GUIDELINES FOR SUBMITTAL OF ARCHITECTURAL PLANS

The Architectural Committee strives to preserve the highest standard and quality of life for each owner within Encinitas Ranch Community Association. Architectural approval must be given for structural or landscape changes prior to the start of any work. Some examples of items that generally need Architectural Approval are lawns, trees, shrubs, plants, ground cover, large trees, fencing, walls, garage doors, driveway enhancements (replacement or staining), satellite dishes, fountains, overhead trellises, patios, built-in barbecues, pools or Jacuzzis.

To hasten the approval process, please follow these guidelines:

- 1. Please complete a description of the proposed structural or landscape changes.*
- 2. Include plans to scale that show:
Location of improvement to home & property lines
Complete dimensions of changes proposed
Description of materials and color scheme
Clearly marked plant types, sizes and quantities
(Please be courteous of others when considering the use of any plants or trees that may litter into other yards or the common area.)*

- 3. Please submit the following:*

*Completed APPLICATION FOR ARCHITECTURAL IMPROVEMENTS FORM
Three (3) sets of plans
A check for \$190.00 payable to Ballard & Morales, Inc. (Review fee)
A check for \$ 75.00 payable to N.N. Jaeschke, Inc. (Processing fee)*

The plans will be sent for review and you will receive a written notice of the decision. Please note that it may take up to 45 days for the Architectural review process. We therefore encourage applicant to begin this process well before the work is scheduled.

Sincerely,

*Encinitas Ranch Community Association
Architectural Review Committee*

APPLICATION FOR ARCHITECTURAL IMPROVEMENTS

RETURN FORM TO: *Encinitas Ranch Community Association*
 (PLEASE PRINT CLEARLY) *c/o N.N. Jaeschke, Inc.*
9610 Waples Street
 Date _____ *San Diego, CA 92121*

Owner _____

**PROPERTY
ADDRESS** _____

Daytime Phone Number _____

<i>DESCRIPTION OF PROPOSED ARCHITECTURAL / BUILDING IMPROVEMENTS (attach plans):</i>

I understand that my proposed improvements may require a permit from the City/County Building Department or other government agencies and I will obtain all required permits before commencing any work. I agree I will do no work that will change the existing drainage patterns. I am aware that any changes may result in substantial damage to adjacent properties.

I will assume the responsibility for any work under the above-proposed improvement that my contractors or I complete, which may, in the future, adversely affect adjacent properties. I will assume responsibility for all future maintenance of this addition or improvement.

_____ *Owner's Signature*

The adjacent OWNERS have reviewed the proposed improvements. We understand that neighbor objections do not in themselves cause denial. The Architect may contact neighbors to consider their objections, if necessary.

(Signature) Adjacent	Print Name _____
(Signature) Adjacent	Property Address _____
(Signature) Front	Print Name _____
(Signature) Rear	Property Address _____

<u>FOR OFFICE USE ONLY</u>	
Date received _____	Submitted to Arc Committee on _____
Approved _____ Denied _____	Conditional Approval _____
Decision Letter sent on: _____	
Comments: _____	