

HOME IMPROVEMENT APPLICATION INSTRUCTIONS

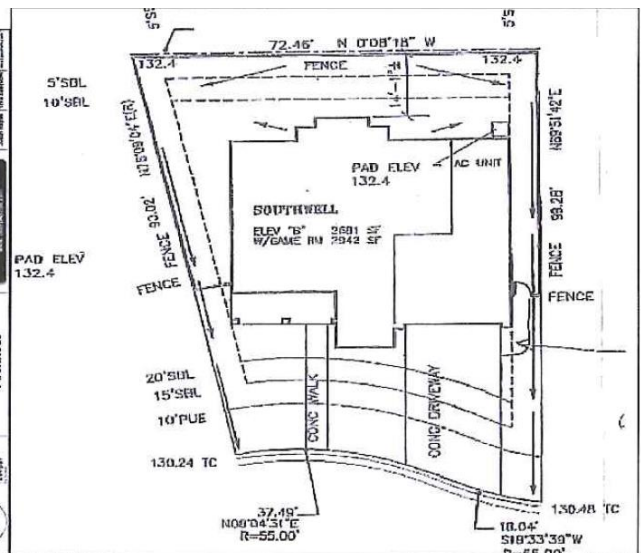
Work may not begin prior to the Committee or HOA Board approval.

The following items, if applicable, must be included with your Home Improvement Application or it will be considered incomplete!

- Landscape plan including location and species of all plantings and other materials to be used
- Neighbor signatures (if required)
- Color, finish and dimensions of proposed concrete, brickwork, rock beds, sod, fences and or/walls.
- For concrete, please include setbacks from neighboring property lines as well as the existing drainage pattern. If the existing drainage pattern will be altered, a new drainage plan must be submitted for review.
- Color photographs from several angles of the area the improvement is to be made
- Product brochure of exterior décor items, structures, doors etc.
- Site-plan and detailed drawing showing the existing structure, fence lines, property lines and all proposed improvements (see example below)
- Photographs from several angles of area the improvement is to be made
- Photographs of existing structure or work that has already been completed
- Homeowners are responsible for checking with the City to see if their project requires building permits. In some cases, the Association may require a copy of the City approved building permit.



(Sample Landscape Plan)



(Sample Site Plan)

Failure to obtain prior written approval prior to commencement of construction or installation of any modification shall constitute a violation of the CC&Rs and may include possible fines and/or other consequences.

Please **MAIL** your completed Home Improvement Application and all corresponding information to the management company:

Landmark Limited
Attn: Home Improvement Dept.
1731 E. Roseville Pkwy., Suite 100
Roseville, CA 95661

For questions or to follow up to ensure your application has been received, please email homeimprovements@landmarklimited.net or call (916) 746-0011

The Hamptons Owners' Association

HOME IMPROVEMENT APPLICATION

IMPORTANT: Work may not begin prior to the Committee or HOA Boards approval. All applications must be submitted with drawings, sketches, pictures, etc. If the application is submitted incomplete it will be returned so that it may be submitted complete.

A decision on an application may take up to 60 days from the date the application is processed.

In consideration of your neighbors, please restrict the hours of construction to 8:00 a.m. until 6:00 p.m. only.

NAME: _____ DATE: _____

ADDRESS: _____ LOT NO: _____

PHONE: (H) _____ (W) _____ PROPOSED COMPLETION DATE: _____

E-MAIL: _____

TYPE OF ARCHITECTURAL AND/OR LANDSCAPING IMPROVEMENT

MODIFICATIONS/ADDITIONS:

- Remodeling/Additions
- Garage Doors/Exterior Doors
- Driveway/Walkways
- Gazebos/Sheds/Play Equipment
- Greenhouses/Sun Rooms
- Swimming Pool/Spa/Solar Panels
- Decks/Patios
- Arbors/Overhangs
- Dog Houses/Runs
- Fences/Fence Additions
- Retaining Walls
- Landscaping front yard _____
- backyard _____ (plant location & species required)

Is material same color and type as your house?

Yes No

Materials to be used:

- Wood Stucco Brick
- Stone Concrete
- Other _____

(Please specify color and include a color sample)

Painting:

- Repaint house same color
- Repaint house NEW color

(Attach paint color samples for stucco, trim & facia)

ADDITIONAL COMMENTS: _____

Acknowledgement of all neighbors who will be affected by your alterations/improvements is required. To expedite the processing of your application, please show and explain your plans to all those neighbors who will be affected and have them sign in the appropriate place below.

NEIGHBOR ACKNOWLEDGMENT: I have reviewed the plans of the proposed addition of _____ and am aware of all their proposed alterations/improvements shown on the attached plan.

ADDRESS	NAME (PRINT)	SIGNATURE	PHONE #	DATE

GENERAL CONDITIONS OF APPROVAL:

- 1. Comply with Covenants, Conditions and Restrictions, final Subdivision Map, and established Design Guidelines previously approved by the Board of Directors.**
- 2. Obtain all necessary governmental approvals. Construction shall comply with applicable laws, ordinances, codes and regulations within the City of Sacramento. A permit may be required.**
- 3. If construction waste or excavation material results, it shall be disposed of properly. Adjoining properties are not to be disturbed.**
- 4. No construction materials or debris of any type shall be stored or dumped on any street within the development.**

The undersigned applicant requests approval of the improvements described above based upon the plans included with this application. Applicant understands and agrees to comply with general conditions stated above.

X _____
OWNER SIGNATURE

TODAY'S DATE

RETURN APPLICATION AND PLANS BY MAIL OR EMAIL TO:

Hamptons Owners' Association E-MAIL: Homeimprovements@landmarklimited.net
 C/o Landmark Limited
 1731 E. Roseville Pkwy. Suite 100
 Roseville, CA 95661

If you have any questions, please call Landmark Limited: (916) 746-0011

THE HAMPTONS – ARCHITECTURAL REVIEW COMMITTEE

(For Association Use only)

___ APPROVED ___ NOT Approved ___ Conditionally Approved

COMMENTS: _____

By: _____

Date: _____