

HOME IMPROVEMENT APPLICATION CHECKLIST

(Please submit this page along with your completed application and all supporting documentation)

*****Applications missing information are deemed incomplete and will be denied*****

Please fill out the following information:

Name of Association: _____ Hamptons Owners Association

Name of Property Owner: _____

Property Address: _____

Contact Number: _____ Email Address: _____

Type of Improvement (Check all that apply):

- Front Yard
- Rear Yard
- Both Front and Rear Yard
- Other *Please specify:* _____

Is the exterior improvement already existing?

- Yes
- No

Before submitting your application, please ensure you have all required documentation listed below:

- Detailed site-plan.
- Detailed list of all the materials used.
- Several color photographs from several angles of the area where the improvement is to be made or is currently located.
- Neighbor signatures.
- Product brochures if applicable.

Please submit your completed application to:

Landmark Limited (Home Improvement Dept.)
1731 E. Roseville Pkwy. Suite 100
Roseville, CA 95661
Email: hamptons@landmarklimited.net

Please obtain the signature of the neighbors directly adjacent to your lot (either side and behind or in front if applicable). If you are unable to make contact with the current owner of the property, please indicate the attempts you made to contact the owner in the space provided. Neighbor notification shall not mean neighbor approval. It is not the intent to require neighbor approval, but notification is simply a courtesy notice to your neighbor of work that will be done on your lot and would allow the neighbor to contact the Architectural Review Committee with any concerns they may have in connection with your plans or the work.

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
 C/o Landmark Limited
 1731 E. Roseville Pkwy. Suite 100
 Roseville, CA 95661

E-MAIL: hamptons@landmarklimited.net

If you have any questions, please call Landmark Limited: (916) 746-0011 Ext. 151