



# The Oaks Community Association

5607 Jackson Valley Road • Lone, Ca. 95640-9629  
Phone 209-274-6056 Fax 209-274-6058  
toca@volcano.net

## Design Review Application Packet

Date Submitted \_\_\_\_\_

Lot Number \_\_\_\_\_

Property Address \_\_\_\_\_

The Design Review process is vital to maintaining property values within the Association.

Each member has the primary responsibility for adhering to the requirements of the association's CC&R's Architecture Guidelines, and Rules and Regulations and not to violate any of those requirements. The applicant is responsible for adhering to all state codes and regulations and, prior to starting construction, for obtaining any permits as required by the State of California. The Design Review Committee and Board of Directors are primarily responsible only for the aesthetic impact on the Community.

Applicant understands that it is the applicant's responsibility to know the Associations architectural guidelines. If a member submits an application that misrepresents (either implicitly or explicitly), any item to be in compliance with architectural guidelines, setbacks, etc., when, in fact, it is not, then said member will be responsible for corrections.

It is the owner's responsibility to have the lot corners marked so that the setbacks can easily be determined.

Also, keep in mind that only 75% of the lot can be covered with structure.

The more detailed and accurate the application, the more expedient the Design Review Committee and Board of Directors can process it.

Applicant understands and agrees to deliver "Notice of Completion" to the Association office within 5 days of completion of the project.

By signing below the applicant acknowledges they have read and understand the conditions as outlined in this application, rules and regulations, architectural guidelines and CC&R's.

Print Name \_\_\_\_\_

Sign Name \_\_\_\_\_



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## Design Review Request

Date \_\_\_\_\_

Applicants Name (property owner) \_\_\_\_\_

Property Address \_\_\_\_\_ Lot Number \_\_\_\_\_

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

A detailed drawing or pictures showing the proposed finished project must be attached. Any drawing must be to scale and show all lot dimensions and boundaries. It is often helpful to include any brochures or other information you may have. Drawings must be to scale. Design review approval is required for virtually all exterior modifications and improvements. Approved Design Reviews Expire after 90 days.

I / we are requesting approval for the following project(s)

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Will you be using all new material? \_\_\_\_\_

Have you notified your neighbors of your project? \_\_\_\_\_

Does your project conform with the neighborhood? \_\_\_\_\_

When is your expected date of completion? \_\_\_\_\_

Print Name \_\_\_\_\_

Sign Name \_\_\_\_\_





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## Notice of Completion of Design Review

Please complete this form and return it to the office once your project is complete.

I have completed the approved design review and am requesting an inspection.

Date \_\_\_\_\_

Applicants Name (property owner) \_\_\_\_\_

Property Address \_\_\_\_\_ Lot Number \_\_\_\_\_

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Print Name \_\_\_\_\_

Sign Name \_\_\_\_\_

**For Staff Use only**

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Date of Inspection \_\_\_\_\_

Is the project complete as described in the Approved Request for Design Review? Yes No

Print Name \_\_\_\_\_

Sign Name \_\_\_\_\_