

VILLA SANTA CRUZ COOPERATIVE, INC
ARCHITECTURAL CHANGE/IMPROVEMENT APPLICATION

All improvements, additions & alterations to the outside must first be approved before same can be erected, installed or altered, including fences, porches, garden structures, screened rooms, awnings, carport enclosures, changes in landscaping and paint color. A new paint color requires the shareholder to paint a 24"x24" section of the home with the actual paint colors chosen, which includes siding, trim and doors for ARC to see and approve.

Permits are required by the State of California, Department of Housing and Community Development (HCD), for many of these changes. Plans must first be submitted to and approved by Villa Santa Cruz. All permits that are required must be supplied by the contractor and submitted to the office prior to the start of work.

- HCD permit required
- Utility locator required

Resident _____ Phone _____

Space # _____ Contractor _____ Phone# _____

Contractor License # _____ Address _____

Estimated Starting Date _____ Estimated Completion Date _____

Give a written description of work to be done, type of materials to be used, colors, measurements, etc. Include a drawing showing dimensions, if applicable. Use the back of this form or attach extra sheets as needed.

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Residents Signature _____ Date _____

Approval is conditional upon all required permits from HCD being on file in our office. No work is to commence until this requirements is met. Any modifications require a new permit.

Approved _____ Date _____
Signature/Title

Approved _____ Date _____
Signature/Title