

THE VILLA AVANTI ASSOCIATION
ARCHITECTURAL APPROVAL APPLICATION

Date: _____ Owner Name: _____

Property Address: _____ Daytime Phone: _____

Owner Address (if different): _____

Email Address: _____

Modification Requested: _____

Contractor: _____ Phone: _____

Unless otherwise stated herein, Owners are advised that all improvements for which approval has been granted must be completed within ninety (90) days of Committee approval *unless a variance is obtained.*

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Architectural Control Committee:

You are hereby advised that the work described above is proposed and approval is requested. Attached is a drawing of work to be done and types of materials to be used as indicated on the drawings. We understand that building permits for home improvements are required in certain instances by the City of Temecula, County of Riverside, or appropriate governing agency, and that the cost of the permits and subsequent inspection will be borne by us. We also understand that the Architectural Control Committee does not review plans for conformance to the Uniform Building Code or other governmental requirements as this is our responsibility to clarify acceptability with the City of Temecula, County of Riverside.

We acknowledge that all approved changes in the original design will be at our expense; that any and all damage to or relocation of existing sprinkler systems, underground utilities, building structure, slopes, drainage systems, swales and exterior landscaping or other damage resulting from the construction of the proposed improvement shall be at our expense. Additionally, any maintenance of permitted improvements shall be at our expense and we agree to hold The Villa Avanti Association harmless for the cost of maintenance of same. Furthermore, we agree to hold the Association harmless from any liability, damage and/or loss resulting from the construction or performance of the proposed modification, whether or not constructed pursuant to approved plans, drawings and/or specifications.

Signature of Owner

Return To: The Villa Avanti Association
Architectural Control Committee
43529 Ridge Park Drive
Temecula, CA 92590
Office: (951) 699-2918 or Fax: (951) 699-0522

IMPACTED NEIGHBOR STATEMENT

It is the intent of the Architectural Committee to notify neighbors on any improvements which may impact their use and enjoyment of their property. Neighbor approval or disapproval of a particular improvement shall only be advisory and shall not be binding in any way on the Architectural Committee's decision.

1. Definitions: Facing Neighbor, Adjacent Neighbor, and Impacted Neighbor.

 Facing Neighbor: Means the three (3) homes most directly across the street.

 Adjacent Neighbor: Means all homes with adjoining property lines to the Lot in question.

 Impacted Neighbor: Means all homes in the immediate surrounding area which would be affected by the construction of any improvements.

2. Improvements Requiring Notification

Any exterior improvements including but NOT limited to exterior painting.

3. Statement

The Facing, Adjacent and Impacted Neighbor Notification Statement set forth on the next page be provided to the Architectural Committee to verify the neighbors have been notified about the proposed improvements.

**VILLA AVANTI ASSOCIATION
FACING, ADJACENT AND IMPACTED NEIGHBOR NOTIFICATION STATEMENT**

The attached plans were made available to the following neighbors for review:

| | |
|--------------------------|------|
| Impacted Neighbor | |
| | |
| Name | |
| Address | |
| Signature | Date |

| | |
|--------------------------|------|
| Impacted Neighbor | |
| | |
| Name | |
| Address | |
| Signature | Date |

Common Area or Back Yard - Rear of Home

| | |
|--------------------------|------|
| Adjacent Neighbor | |
| | |
| Name | |
| Address | |
| Signature | Date |



| | |
|--------------------------|------|
| Adjacent Neighbor | |
| | |
| Name | |
| Address | |
| Signature | Date |

Your Street - Front of Home

| | |
|------------------------|------|
| Facing Neighbor | |
| | |
| Name | |
| Address | |
| Signature | Date |

| | |
|------------------------|------|
| Facing Neighbor | |
| | |
| Name | |
| Address | |
| Signature | Date |

| | |
|------------------------|------|
| Facing Neighbor | |
| | |
| Name | |
| Address | |
| Signature | Date |

My neighbors have seen the plans I am submitting for Architectural Committee approval (see above verification). If any neighbor has a concern, they should notify Avalon Management in writing. Please note that neighbor objections do not in themselves cause denial of the plans, however, those concerns may be considered by Committee. All above boxes must be filled out whether or not a signature has been obtained.

SUBMITTED BY: Name: _____ Date: _____
 Address: _____
 Home Phone: _____

Exterior Home Improvements - digital submissions

Avalon Management provides the opportunity to submit applications digitally. Please review the following steps to submit your Architectural (ARC) Request below.

Avalon Portal submission:

1. Avalon – Online Portal. Please visit <https://www.villaavanti.com/> to create/log on to your account through “My Account”.
2. Once logged into the account you will select “Submit a New Request” located on the bottom of the page. Then select ARC Request.
3. Please make sure you upload the Architectural Home Improvement application and supporting documents before submitting.
4. After submission of the ARC Request you will be able to view your submission, receive updates on the application, leave messages, upload more documents, etc.
5. Please note a common error for all submissions, is file size. The system will not allow submission if the file size exceeds 25MB. If there are any difficulties, you may break up the application into multiple attachments.
6. Having troubles? Please review our Homeowner videos at www.avalonweb.com. You may also view the link here: <https://www.avalonweb.com/how-to-submit-an-arc-application.html>

Email Submission:

1. Please ensure your Architectural Home Improvement application and supporting documents are complete.
2. Please email tarc2@avalonweb.com.

Home Improvement applications are available to be digitally filled out. However, the Neighbor Awareness page within the document may need to be printed.

If you need a hard copy please reach out to Management and we can mail you a copy, or you may pick one up at our office located at the address below.

We appreciate your willingness to improve the exterior of your home and look forward to assisting you through the process with the Homeowners Association.

Villa Avanti Association
C/O Avalon Management
43529 Ridge Park Drive
Temecula, CA 92590
Phone: (951) 699-2918

**THE VILLA AVANTI ASSOCIATION
ARCHITECTURAL PROJECT
NOTICE OF COMPLETION**

Name(s) of Owner: _____
Print Name

Print Name

Telephone Number: _____

Improvement Completion Date: _____

Type of Improvement Completed: _____

Project Address: _____

I or We the owner(s) of the above property do hereby state that the subject project was completed in accordance with the approved Plans and that no changes or alterations were incorporated.

Signature of Owner

Date

Signature of Owner

Date

Pictures must be submitted with the Notice of Completion for review by the committee.