

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

HOME ADDRESS CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ WORKPHONE: \_\_\_\_\_ CELL: \_\_\_\_\_

**DESCRIPTION OF PLANNED IMPROVEMENTS**

Include detailed drawing/plan of proposed improvement(s) to include measurements, color, specifications, and details of all materials, and photos of existing area and replacement materials (such as stone, plants, windows...)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PROJECT START DATE: \_\_\_\_\_ ANTICIPATED COMPLETION DATE: \_\_\_\_\_

**FACING, ADJACENT, AND IMPACTED NEIGHBOR NOTIFICATION STATEMENT**

Signatures from your neighbors are NOT approvals, only acknowledgements that they have reviewed the plans being submitted. The details of the planned improvements were made available to the following neighbors for review. They have been notified that the homeowner of above address is submitting the planned improvements for Architectural Review Committee approval. If necessary, use the back of sheet or attach 2nd page for additional neighbor notifications or neighbor comments. Valid signatures are those from "homeowners" only.

FACING OWNER (ACROSS FROM YOU):

IMPACTED OWNER (BEHIND YOU):

NAME: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SIGNATURE/DATE: \_\_\_\_\_

SIGNATURE/DATE: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

ADJACENT OWNER (NEXT DOOR):

ADJACENT OWNER (NEXT DOOR):

NAME: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SIGNATURE/DATE: \_\_\_\_\_

SIGNATURE/DATE: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

Submit application, all applicable forms, plans, specifications, material list, and photos, via email to: [contactus@cardinal-online.com](mailto:contactus@cardinal-online.com); or mail to: Evergreen Ridge, c/o Cardinal Property Management, 825 N. Park Center Dr., Suite 101, Santa Ana, Ca. 92705.

Architectural Review Committee has reviewed the planned improvements, and has determined the following:

Approved

Approved with Conditions

Denied (reasons indicated below)

Comments: \_\_\_\_\_

Evergreen Ridge ARC:

\_\_\_\_\_  
Signature/Date

\_\_\_\_\_  
Signature/Date

\_\_\_\_\_  
Signature/Date

IMPORTANT DISCLOSURE: Pursuant to Civil Code Section 1378, a proposed architectural change may not violate any governing provision of law, including, but not limited to, the Fair Employment and Housing Act (Part 2.8 (commencing with Section 12900) of Division 3 of Title 2 of the Government Code), or a building code or other applicable law governing land use or public safety (collectively, "Laws and Codes"). Neither the Association's managing agent(s), the Board, nor the Architectural Review Committee ("ARC"), reviewing your application for property improvement(s), is responsible for becoming knowledgeable of, or interpreting, or enforcing the Laws and Codes that may be applicable to the subject improvement(s), and, therefore, neither the ARC nor the Board shall confirm compliance or noncompliance with any of the Laws and Codes as part of the review process. Accordingly, you are responsible for confirming compliance with the Laws and Codes, and any approval by the ARC or the Board shall not be deemed a statement, representation, or warranty that your plans are in compliance with the Laws and Codes. further, any approval is conditioned upon all the proposed improvements complying with all applicable Laws and Codes, and to the extent any of the proposed improvements violate any of the applicable Laws and Codes, any approval given shall be void and of no effect as to the improvement(&) that violate any of the Laws and Codes.

*I hereby certify that all work has been completed and done in compliance with the approved plans and conditions.*

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

Owner's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

PLEASE SUBMIT COLOR PHOTOGRAPHS OF COMPLETED IMPROVEMENT(S).

(DO NOT WRITE BELOW THIS LINE)

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The Architectural Review Committee observed the improvements and recommends the following:

APPROVED: Final observation is complete and the owner is generally in reasonable conformance with the approved plans. Applicable conditions of approval noted below to be completed by Architectural Review Committee only.

DENIED: Owner is NOT in reasonable conformance with the approved plans. Owner shall complete/modify/remove the items noted below. After all items have been corrected, re-submit a new/revised Notice of Completion to Cardinal Property Management. -See comments noted below.

Comments: \_\_\_\_\_

Evergreen Ridge Architectural Review Committee

Signature \_\_\_\_\_ Date \_\_\_\_\_