

Summit Park Community Association

Architectural Approval Procedures and Standards

This information is being provided to you pursuant to Civil Code Section 1378 and is intended to be partial summary of existing governing documents, not a substitute of any existing governing documents

According to Summit Park Community Association CC&Rs Article IV, Section 4.05 the Architectural Committee shall review plans and specifications submitted for its approval as to style, exterior design, appearance and location and shall approve such plans and specifications only if it deems the proposed improvement will not be detrimental to the appearance of the Development as a whole; that the improvement complies with the Architectural standards; that the construction of any improvement will not detract from the beauty and attractiveness of the Development or the enjoyment thereof by the Owners; and that the upkeep and maintenance of any improvement will not become a burden on the Association.

Homeowners must submit an Architectural Request form stating the type of Architectural improvement they would like considered along with all plans, blueprints and specifications for the Improvement. Please make sure that your neighbors affected by this Improvement are aware of the type of Improvement you wish to make as they must sign the form approving your Architectural request.

Plan Submittal Procedure:

- (1) Two (2) sets of plans and a completed Architectural Request form must be submitted to Summit Park Community Association Architectural Committee, c/o StoneKastle Community Management, 181 S. Old Springs Rd. Anaheim, CA 92808. Incomplete forms may be returned without review.
- (2) Neighboring homes, those on either side, behind, or opposite of you affected by the improvements: (i.e.: fence, wall, trees, landscape, etc.) must be advised of your proposed work and are required to sign the enclosed "Neighbor Awareness Form". Should any neighbor or homeowner disapprove then he/she may so indicate on the form or they may send written communication to the Architectural Committee, in care of the management company: an impacted homeowner does not have the veto power over the proposed project, rather his/her concerns may be a factor to be considered by the Committee.
- (3) Plans must be sufficiently detailed and dimensional to adequately evaluate improvements. All plans require details such as landscape plans, site plans, drainage plans and elevations drawings. Drainage patterns must always be indicated on plans and must always drain away from the home to the street in front.
- (4) In the case of landscape/hardscape include all materials to be used including plant material.

- (5) List all material and finishes and/or submit samples and colors of materials to be used.
- (6) State method of installation or application of materials.
- (7) The Architectural Committee will approve or deny applications within thirty (30) days of the Architectural Committee's receipt of your request. Thereafter, the decision will be transmitted in writing to you. If the Architectural Committee does not approve the submitted plans, the Committee will specify, in writing, the basis of the denial. If the Architectural Committee fails to approve or deny applications within thirty (30) days of the Architectural Committee's receipt of the request, the Application will be deemed approved.
- (8) If an Architectural Request is denied, the applicant may appeal the Architectural Committee's decision to the Board of Directors. The written request for appeal must be received by the Board not more than 15 days following the final decision of the Architectural Committee. The Board will render a decision on a written appeal within 45 days of receipt of the written request for an appeal.

The Committee may, at any time, inspect any improvements for which approval of plans is required. Should the homeowner make alterations without approval, the owner may be asked to remove the already installed improvements at his/her expense, as well as may be subject to additional fines in accordance with the regulations.

Approval of any proposed plans does not waive the necessity of obtaining any required City Permits. Also, obtaining a City Permit does not waive the need for Association Architectural Control approval.