

**ARCHITECTURAL IMPROVEMENT FORM  
PARKSIDE PLACE HOMEOWNERS ASSOCIATION**

Please complete and include this request form, along with two (2) sets of your proposed improvement plans to the following:

Parkside Place Homeowners Association  
C/o TSG Independent Property Management  
27129 Calle Arroyo, Suite 1802  
San Juan Capistrano, CA 92675

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

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

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

PROPOSED START DATE: \_\_\_\_\_ PROPOSED COMPLETION DATE: \_\_\_\_\_

Please include the following information with your request:

1. Description of architectural improvements
2. Complete dimensions of architectural improvement proposed.
3. Measurements of improvements in relationship to home and lot line.
4. Description of materials and color scheme
5. Drawing showing affected elevations

We suggest you read carefully, Section 8, Architectural Control, of your CC&R's before planning any changes or improvements to your property. Your improvement should be in harmony with the surrounding structures and must not obstruct your neighbors view or be offensive in any way.

Installation of all improvements will be at no cost whatsoever to the Westgate Cove Homeowners Association. Any further maintenance shall be the responsibility of the owner, heirs or assigns.

**ARCHITECTURAL CONTROL COMMITTEE**

APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_

CONDITIONS OF APPROVAL/REASON FOR DENIAL: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature-Architectural Control Committee

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature-Architectural Control Committee

**PARKSIDE PLACE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS APPEAL**

Request the Architectural Committee to place your appeal on the agenda of an upcoming Board of Directors meeting.

Date submitted to the Board: \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

Reason for Approval/Disapproval \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature - Board of Director

**THIS APPROVAL DOES NOT RELIEVE APPLICANT FROM OBTAINING THE NECESSARY BUILDING PERMITS FROM THE GOVERNMENTAL AGENCIES INVOLVED. ALSO, OBTAINING SUCH PERMITS DOES NOT WAIVE THE NEED FOR ASSOCIATION ARCHITECTURAL CONTROL APPROVAL. THIS REQUEST MUST BE SUBMITTED IN DUPLICATE. ONE COPY EACH TO: BOARD OF DIRECTORS AND APPLICANT.**

**PARKSIDE PLACE HOMEOWNERS ASSOCIATION  
NEIGHBOR AWARENESS FORM  
FACING ADJACENT AND IMPACTED NEIGHBOR STATEMENT**

Consents obtained without objections; except as noted.

**FACING NEIGHBOR**

Name: \_\_\_\_\_ (signature) \_\_\_\_\_ (print)

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Objection: YES \_\_\_\_\_ NO \_\_\_\_\_ Notes: \_\_\_\_\_

**ADJACENT NEIGHBOR 1**

Name: \_\_\_\_\_ (signature) \_\_\_\_\_ (print)

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Objection: YES \_\_\_\_\_ NO \_\_\_\_\_ Notes: \_\_\_\_\_

**ADJACENT NEIGHBOR 2**

Name: \_\_\_\_\_ (signature) \_\_\_\_\_ (print)

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Objection: YES \_\_\_\_\_ NO \_\_\_\_\_ Notes: \_\_\_\_\_

**IMPACTED NEIGHBOR**

Name: \_\_\_\_\_ (signature) \_\_\_\_\_ (print)

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Objection: YES \_\_\_\_\_ NO \_\_\_\_\_ Notes: \_\_\_\_\_

The neighbors have reviewed the plans I am submitting for Architectural Approval. I understand neighbor objections do not, in themselves, cause denial. However, the Architectural Committee will contact the neighbors to determine if their objections are applicable, if necessary.

**Submitted By:**

Name: \_\_\_\_\_ (signature) \_\_\_\_\_ (print)

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Date: \_\_\_\_\_

**PARKSIDE PLACE HOMEOWNERS ASSOCIATION  
NOTICE OF COMPLETION**

Notice is hereby given that:

The undersigned is the Owner of the Residence located at

Street Number : \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

The work of Improvement on the above described Residence was COMPLETED on \_\_\_\_\_ day of \_\_\_\_\_, 200\_ in accordance with the Architectural Committee's written approval through the above Owner's plans and submittal package.

Name of Owner: \_\_\_\_\_

Signature of Owner: \_\_\_\_\_

Date: \_\_\_\_\_