RUSSELL RANCH COMMUNITY ASSOCIATION
HOME IMPROVEMENT APPLICATION

NOTE: *Plans should be submitted at least 45 days before activity begins. NO activity may begin prior to receiving written approval from the association. Please review the HOA Rules and Regulations to ensure your project is in compliance with these guidelines.*

NAME: _____DATE: _____

ADDRESS: _____ LOT NO: _____

PHONE: (Home) _____ (Cell) _____

EMAIL:_____

PROPOSED COMPLETION DATE: _____

TYPE OF ARCHITECTURAL AND/OR LANDSCAPING IMPROVEMENT:

MODIFICATIONS/ADDITIONS:

__ Remodeling/Additions
__ Garage Doors/Exterior Doors
__ Driveway/Walkways
__ Gazebos/Sheds/Play Equipment
__ Greenhouses/Sun Rooms
__ Swimming Pool/Spa/Solar Panels
__ Decks/Patios
__ Arbors/Overhangs
__ Dog Houses/Runs
__ Fences/Fence Additions
__ Retaining Walls
__ Landscaping Front Yard
__ Landscaping Backyard
__ Other *(please describe below)*

Is material same color and type as your house?
____ Yes ___ No

Materials to be used:
__ Wood __ Stucco __ Brick
__ Stone __ Concrete
__ Other _____

Painting:
__ Repaint house same color
__ Repaint house NEW color
Attach paint color samples for stucco, trim & facia
Paint colors need to compliment and blend into existing community.

ADDITIONAL COMMENTS/INFORMATION:

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

NEIGHBOR NOTIFICATION FORM

Acknowledgment of all neighbors who will be affected by your alterations/improvements is required. To expedite the processing of your application, please show and explain your plans to all those neighbors who will be affected and have them sign the appropriate place below.

NOTE: If neighbor is not impacted by Improvements, then write "Not Impacted" in signature line.

NOTICE TO NEIGHBORS: Signature does constitute approval of plans, only notification. Any concerns about plans may be addressed, in writing to Landmark Limited by sending an email to homeimprovements@landmarklimited.net

LEFT REAR NEIGHBOR

Name: _____

Address: _____

Signature: _____

REAR NEIGHBOR

Name: _____

Address: _____

Signature: _____

RIGHT REAR NEIGHBOR

Name: _____

Address: _____

Signature: _____

LEFT ADJACENT NEIGHBOR

Name: _____

Address: _____

Signature: _____

RIGHT ADJACENT NEIGHBOR

Name: _____

Address: _____

Signature: _____

LEFT FRONT NEIGHBOR

Name: _____

Address: _____

Signature: _____

FRONT NEIGHBOR

Name: _____

Address: _____

Signature: _____

RIGHT FRONT NEIGHBOR

Name: _____

Address: _____

Signature: _____

GENERAL CONDITIONS OF APPROVAL:

1. Comply with Covenants, Conditions and Restrictions, final Subdivision Map, and established Design Guidelines previously approved by the Board of Directors.

2. Obtain all necessary governmental approvals. Construction shall comply with applicable laws, ordinances, codes and regulations within the City or County. A permit may be required.

3. If construction waste or excavation material results, it shall be disposed of properly. Adjoining properties are not to be disturbed.

4. No construction materials or debris of any type shall be stored or dumped on any street within the development.

5. Any damage done to the association's property will be the responsibility of the contractor.

Upon approval, the Owner shall diligently proceed with commencement and completion of all work so approved. Work must commence within six (6) months from the date of approval. All work approved by the ACC must be completed within one (1) year from the date of approval. Any request for an extension shall be in writing.

The undersigned applicant requests approval of the improvements described above based upon the plans included with this application. Applicant understands and agrees to comply with general conditions stated above.

X_____ _____

OWNER SIGNATURE **TODAY'S DATE**

RETURN APPLICATION AND PLANS BY MAIL OR EMAIL TO:

Mail to:
Russell Ranch Community Association
c/o Landmark Limited
1731 E. Roseville Pkwy. Suite 100
Roseville, CA 95661

E-mail to: Homeimprovements@landmarklimited.net

If you have any questions, please call Landmark Limited: (916) 746-0011

RUSSELL RANCH COMMUNITY ASSOCIATION – DESIGN REVIEW COMMITTEE

(For Association Use only)

___ APPROVED ___ NOT Approved ___ Conditionally Approved

COMMENTS:

By: _____ Date: _____

RUSSELL RANCH ASSOCIATION
NOTICE OF COMPLETION FORM

This form must be completed and returned to the Community association within 30 days after the approved Improvements have been completed.

Owner Name: _____

Address: _____ Lot #: _____

Phone: _____ Email:_____

Summary of Completed Improvements:

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

Attachments (check the box to indicate that they have been enclosed):

☐ Copies of photographs of all improvements included. Please note that Notice of completion Form is not complete if photographs of improvements are not enclosed.

By signing this form, the Owner is stating that Improvements have been completed in accordance to the scope and specification of the approved architectural application.

Signature: _____

Date: _____

Print Name: _____

RETURN:
Home Improvement Dept.
Landmark Limited Group of Companies, Inc.
1731 E. Roseville Pkwy. Suite 100
Roseville, CA 95661