

SEA POINTE ESTATES

APPLICATION & AGREEMENT ARCHITECTURAL AND LANDSCAPE SUBMITTALS

Keystone Pacific Property Management, LLC | 16775 Von Karman, Suite #100, Irvine, CA 92606
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I hereby apply to the Sea Pointe Estates Homeowners Association Architectural Control Committee (ACC) for the review and approval of the plans, exhibits, and specifications submitted herewith.

LOT # _____ PROJECT ADDRESS _____ SUBMITTAL # _____

APPLICATION INFORMATION

OWNER'S NAME _____
MAILING ADDRESS _____
DAYTIME PHONE _____ HOME PHONE _____

PROJECT INFORMATION

Please check the appropriate box for the type of application being requested. Refer to the Application Types on Page 2.

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15

Please fully describe the project being requested on this application:

Is a variance required for this project, to the best of your knowledge? YES NO
Are you applying to alter or add to an existing structure? YES NO

DESIGN TEAM INFORMATION

BUILDING

ARCHITECT _____
ADDRESS _____
PHONE _____ CONTACT _____

LANDSCAPE

ARCHITECT _____
ADDRESS _____
PHONE _____ CONTACT _____

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APPLICATION TYPES

NO	TYPE OF APPLICATION	FEE	NUMBER OF REVIEWS INCLUDED IN FEE	CONSTRUCTION DEPOSIT AMOUNT
1	NEW HOME CONSTRUCTION – Includes new residences and residences rebuilt after demolition.	\$1,600.00	3	\$20,000.00
2	ADDITIONS AND MAJOR REMODELS – Includes all new construction with any new exterior walls, roof or roof/wall penetrations.	\$1,600.00	3	\$10,000.00
3	MINOR REMODEL – Includes all new construction without any new exterior walls. (Example/Installation of new entry doors or garage door without changing the size of the opening.)	\$0.00	3	\$0.00
4	VARIANCE REQUEST – This fee is in addition to the underlying application fee.	\$400.00	1	None
5	GARDEN WALLS AND FENCES	\$0.00	2	\$1,000.00
6	LANDSCAPE/HARDSCAPE – additions and alterations with structures and/or a pool or a spa.	\$0.00	2	\$1,000.00
7	LANDSCAPE/HARDSCAPE – Additions and alterations without any structures or pools.	\$0.00	2	\$0.00
8	EXTERIOR MATERIAL CHANGE – Reviewed by the ACC only.	\$0.00		None
9	EXTERIOR COLOR CHANGE – Reviewed by the ACC only.	\$0.00		None
10	FIELD INSPECTION			\$250.00 per Inspection, final inspection required for all projects with a deposit, 4 total inspections for items 1 and 2
11	ADDITIONAL SUBMITTALS			If required \$350.00 per submittal
12	LATE SUBMITTALS			If required \$150.00 per submittal
13	FAILED INSPECTION SUBMITTAL			If required \$200.00 per submittal
14	CHANGES DURING CONSTRUCTION			If required \$200.00 per submittal
15	SEWER TAP APPLICATION	\$150.00		Included in project deposit!

AGREEMENT

I, the Owner, agree to submit plans that conform with any abide by the Sea Pointe Estates Homeowners Association Architectural and Landscape Design Criteria and agree to pay all of the applicable fees and deposits. All submittals are to be made to the management company. I further agree to receive written approval from the Architectural Control Committee (ACC) prior to applying for any permits or approvals from any Orange County governing agencies or the City of San Clemente.

Upon receiving written approval from the ACC, I agree to conform with all of the Construction Rules and Regulations including, but not limited to completing the project per the ACC approved plans; the inspection requirements; the traffic regulations; the insurance requirements; the construction signage requirements; the requirements for a clean building site; and the dumpster requirements. I acknowledge that it is the Owner's responsibility to notify the Contractor of all of the Rules, Regulations, and Standards that will govern the construction project in Sea Pointe and it is the Owner who takes responsibility for the actions of the contractor and subcontractors and their conformance to the same.

My signature below, or that of my agent, signifies my understanding of all of the above information.

OWNER'S SIGNATURE

DATE