

Request for Architectural Approval

Revised 5-12-18

Quail Meadows West Homeowner Association, Inc.

Santa Maria, CA 93455

Lot Number: _____ Phone Number: _____ Date Submitted: _____

Name: _____ Street Address: _____

Paint our house the same, or new approved color. Please give full name (i.e. "Navajo White," "Chocolate Brown etc.) and provide a sample of color(s) if possible. We assume you will replace rotted wood if needed.

House Color: _____ Trim Color: _____

Change our house as follows. Examples include roofs, patio roofs, sun rooms, garage doors, & skylights. A copy of the plans must be submitted with this request.

Change our yard as follows. Examples include tree replacement, removing grass, adding rocks or concrete, and installing yard lights. New trees must be one of the approved varieties.

Other changes as follows. (Separate forms are available for fence changes and satellite dishes)

Name of Contractor / Handyman if available

Homeowner's Signature

Please attach sketch, copy of contractor's bid, and other info that helps explain your request,

Submit request before planned action. The Architectural Committee meets at 4:00 p.m. on the first Tuesday of each month. We can handle your request more promptly if submitted a few days before the meeting

You must explain and justify any requests which do not fully comply with the Architectural Standards established by the Board of Directors.

Normally you should put this form in the mail slot at the clubhouse. In case of emergency you may give it directly to your Architectural representative or the Committee Chairperson

Approved: _____

Notes: _____

CC: Homeowner, QMW Lot File, Architectural Approval File

Quail Meadows West was planned and landscaped to maintain the highest standards, thereby protecting your investment and insuring the maximum enjoyment of your home and the Park's facilities. In order to maintain these standards, it is necessary that all residents comply with QMW rules and requirements.

Any requests for approval of changes to your yard or house exterior will require **7 to 30 days**, depending on the extent of the change. **DO NOT START WORK UNTIL YOU HAVE APPROVAL.** The Architectural Committee (AC) meets at 4 PM on the 1st Tuesday of each month to review requests.

Home Exterior Requirements

1. **IT IS THE INDIVIDUAL OWNER'S RESPONSIBILITY TO OBTAIN ANY REQUIRED BUILDING PERMITS FOR THEIR PROJECT FROM THE CITY OF SANTA MARIA, OR THE STATE OF CALIFORNIA. For information on what requires a permit, call the Santa Maria Community Development Dept. @ (805) 925-0951 ext 241.**

2. No exterior changes to your house (painting, building or re-modeling of patios, shutters, porches, re-roofing, etc.) may be made without the prior written approval of the AC.

3. A dimensional plot plan of any additions to a home site must be submitted before any digging or structural work takes place. The plot plan must show "set backs" from all property boundaries and the Architectural Control Committee must make a physical inspection of the site and approve the plan and all materials to be used **before the work commences.**

4. Storage sheds not larger than 10' by 10' are permitted in the fenced section of the yard provided written approval of the Architectural Committee is received in advance. Such sheds must be made of the same materials as the home, i.e. masonite siding, wood fascia, matching composition roofing, and must be painted to match the home. Electrical outlets in these sheds must have a permit from the Santa Maria Community Development Dept. and be designed so as to not overload the house circuits.

5. Installation of spas, pools, or saunas must be approved in writing before work commences. The plot plan should be accompanied by the manufacture specifications. A permit must be obtained from the Santa Maria Community Development Dept. and shown to the AC before work is started.

6. Structural plans and materials to be used to build patio covers, porches, and rooms must be approved prior to commencing construction. Recommended material is wood, masonite, glass, masonry or any wood grain material. **ABSOLUTELY NO SHINY ALUMINUM, CORRUGATED FIBERGLASS OR GALVANIZED METAL PANELS MAY BE USED.**

7. Down spouts and rain gutters do not require approval but must be painted to match the house trim.

8. When re-painting the exterior of your home, you must do one of the following:

a. To re-paint using the same colors and shade of house and trim, advise the AC in writing of the colors you are using

b. If you wish to change colors or shades of colors on the house or trim, you must submit color samples to the AC with your written request.

c. If you wish to paint the entire house one color, you must submit a detailed explanation along with a sample of the color to the AC with your written request. Fascia board must be painted a trim color.

9. Fencing is required and may not be removed or altered in any way. AC approval is required to replace the fence and approve of a paint color for the new fence.

10. Air-conditioners must be installed at ground level. No air-conditioners will be allowed visible from the street.

Landscaping Requirements

1. Driveways must be maintained in a neat and clean manner (no oil or rust spots) and lawns must be watered, mowed regularly and maintained in a healthy, weed-free condition.

2. No trees may be removed or replaced without prior written approval of the AC. **Smaller trees are considered desirable, so as to avoid root damage to underground utilities and the foundation of your unit. The AC chairman has information on appropriate trees.** At the annual homeowners meeting held Jan. 15, 1998, the following motion was approved: **"RESOLVED THAT THE HOMEOWNERS ASSOCIATION REQUIRE EACH LOT TO HAVE AT LEAST ONE TREE IN THE FRONT YARD OR EXPOSED SIDE YARD IN FRONT OF GATE."** This new rule applies only from date of annual 1998 meeting forward. Units without trees are not required to replace trees that were removed prior to 1998.

3. No grass areas may be replaced with planters, decorative rock or ground cover without the approval of the Committee.

For the mutual benefit of all residents, the Board of Directors, with the guidance and expertise of the AC will enforce the rules as necessary.

Approved by Board March 12, 1998

Note:

The above material is from pages 15 to 20 of the Association Information Booklet published in August 1995 but revised to reflect Board & Association motions since then. We suggest that all residents also become familiar with CC&R sections titled "Maintenance & Repair" (page 4), "Compliance" (page 12), and "Article VII" (pages 34-40).