

# VISTA DEL CERRO CONSTRUCTION APPLICATION FORM

1. This *Construction Application Form* applies to VDC lot Owners who propose new home construction, exterior remodeling, exterior painting or finishing and significant landscaping projects including fences, plantings or concrete/paving. The Owner should complete and forward this *Form* to VDC's Architectural Review Committee (ARC), along with supporting documentation and fees as described below.

2. Prior to submission, Owners must read and be familiar with the architectural control guidelines in the Association's CC&Rs, the regulations on construction and landscaping projects as described in the *ARC Operating Procedures* and with the *ARC's Construction Project Rules*. These documents are posted on the Association's web site at [www.vistadelcerro.org](http://www.vistadelcerro.org). Submission of a *Construction Application Form* implies the lot owner's full understanding of the rules and guidelines published in those documents.

3. Submit to the ARC a signed copy of this *Form*, checks for the required fees/deposit, and two copies of:
- ◆ Written description of scope of project, expected completion date and estimated cost.
  - ◆ Construction plans that include the site plan, location on lot, square footage, elevations with roof line and windows, types and locations of a/c equipment, septic systems, driveways and other paved areas, as well as exterior material and color samples of roofing and siding.
  - ◆ Copies of any requisite governmental or regulatory compliance permits.
  - ◆ For major landscaping work, copies of the landscaping plan and the plant selections.
  - ◆ For new home construction, two copies of an artist's rendering of the dwelling.

No project work may begin until the ARC has provided the Owner with written approval. (See *ARC Operating Procedures, Section IV (Responsibilities of VDC Lot Owners)*, for information on fines that may be imposed on lot owners for construction work, methods or materials that are not pre-approved by the ARC.)

4. *Construction Performance Deposit* - A refundable *Deposit* is collected at time of application to ensure that project-caused damages or debris is properly remedied. Owners are responsible for and will be required to pay for the repair of damage to VDC streets or property, other Owner's property and/or the cleanup of debris caused by the applying Owner's contractors or subcontractors. The violation must be corrected within 15 days of written notice from the ARC. If not corrected, monies from the *Deposit* will be used to obtain remedy. The unused portion of the *Deposit* will be returned after the ARC inspects and approves the completed project.

*Construction Performance Deposit* amounts (circle appropriate project):

- ◆ New home construction - \$10,000.00
- ◆ House/garage/deck addition: 10% of estimated total cost to complete - \$1500.00 max.
- ◆ Roof restore/replacement: 10% of estimated total cost to complete - \$1500.00 max.
- ◆ Ext. painting/landscaping: 10% of estimated total cost to complete - \$1500.00 max.

5. New home builds also require payment of a non-refundable *New Construction Review Fee* of \$1,500.00.

6. A check for the *Review Fee* and/or the *Performance Deposit Fee* should be made payable to "Vista Del Cerro Association" and accompany this form - along with the information requested in Paragraph 3 above.

Lot #: \_\_\_\_\_; Owner Name: \_\_\_\_\_

Owner Mailing Address: \_\_\_\_\_

Owner Phone #: \_\_\_\_\_ : E-Mail Address: \_\_\_\_\_

Nature of Proposed Project (deck addition, etc.): \_\_\_\_\_

Name and License #. of contractor: \_\_\_\_\_

By my signature below, I confirm that I have read and will comply with construction requirements as outlined in Paragraph 2 above. The necessary documentation and payment(s) are attached.

Owner Signature: \_\_\_\_\_; Date Submitted: \_\_\_\_\_