



Improvement Approval Request Form

Owner Name: _____

Phone: _____

Property Address: _____

Lot #: _____

I hereby submit this request for Board of Directors approval of the installation of the following improvements upon my Lot. I understand that this request must be submitted with **a detailed copy** of drawings/plans showing the location of improvement(s), and the colors, sizes and types of **all materials** we intend to use. Neighboring Lot owner signatures are required prior to approval. These signatures indicate that we have shown our plans to the neighboring Lot Owners, whose signatures are below.

Description of planned improvements:

I understand that I am responsible for obtaining any required building permits and must comply with all applicable codes and restrictions. I understand that I will receive one set of plans back with the HOA's decision. I further understand that I must contact the Association Manager at (858) 485-9811 to arrange for a Final Inspection and receive a final approval signature from the Board of Directors on this form to certify that I have complied with the terms of the approval I received for the improvement.

Owner Signature

Date

Neighboring Homeowner Awareness: We the undersigned neighboring Lot-owners who would view the planned improvements regularly have reviewed the applicant's plans and any comments we have are attached.

Neighbor Name

Signature

Lot #

Neighbor Name

Signature

Lot #

Neighbor Name

Signature

Lot #

Please return completed forms to:
Woodridge Escondido Architectural Review Committee
C/O Property Management Consultants, Inc.
11717 Bernardo Plaza Court, Suite 220
San Diego, CA 92128

For POA Committee & Board Use ONLY

- ☐ Approved per attached plans & drawings
☐ Disapproved (explanation provided below)
☐ Additional plans, drawings or details needed (explanation provided below)

Director – Name

Director– Signature

Date

Final Director Approval – Name

Final Director Approval – Signature

Date



WOODRIDGE ESCONDIDO
PROPERTY OWNERS ASSOCIATION

- ☐ The following additional information is needed

☐ Your application is approved with the following conditions

☐ Your application has been denied for the following reasons

[illegible]

Architectural & Landscape Guidelines

Purpose: The Architectural Guidelines are designed to ensure that all owners can be reasonably assured that their investment in Woodridge Escondido will not be jeopardized by inappropriate changes, or additions, to existing structures.

Scope: No changes to the exterior of any home or Lot may be made without prior written approval from the Woodridge Board of Directors. This authority covers all exclusive use area landscaping, additions, or other construction and painting or stuccoing. If changes are made without approval, or prior to approval, the homeowner may be subject to such action as the Board deems appropriate; this may include fine assessments or a legal demand to remove the offending changes.

The following guidelines apply:

1. Homeowners desiring to make architectural or landscape changes shall submit the requested changes on the "Architectural Approval Request Form" (AARF), which can be obtained through PMC.
2. All additions, patios or other building construction shall be of new materials and must conform in color and appearance with existing structure.

Any deviation from this standard would depend on the following:

- ❖ The type/style of requested addition
- ❖ The location and size of the lot
- ❖ The visibility in relation to the surrounding areas and/or homes

**The final decision to approve or deny any request is to be made by the Board of Directors.*

3. Patio cover specifications are as follows:
 - ❖ Posts: 4x4, 4x6, 6x6
 - ❖ Beams: 4x8, double 2x8, 4x10, 4x12
 - ❖ Rafters: 2x6, 2x8, 4x6, 4x8
 - ❖ Cover: Lattice: 2x2, 2x3, 2x4, with 1", 2", or 3" spacing, or vinyl or polycarbonate decking or corrugated panels
 - ❖ Patio covers and other structures must use lumber or structural composite materials (vinyl, PVC) similar to the patio lumber used in the original construction of the home and the color must match the exterior trim. No patio deck and/ or support structure shall be built or extended beyond the exclusive use area.
4. Walls erected at the rear or sides of the exclusive use areas shall be from 14" to 36" in height above the finished grade. The exterior visible portions of walls and/or stucco are to be painted the same color as the living unit.
5. Wrought iron fencing shall be in accordance with fence detail already established in completed homes.
6. No homeowner or contractor is to alter the drainage of his exclusive use area to the detriment of any neighboring Lot. If such detriment occurs due to drainage alterations, the offending owner is financially liable for the repairs of drainage alteration and damage to the neighboring Lot.

Exclusive use area cement patios, walks or plantings shall be constructed so as to prevent water draining from one exclusive use area to another. Curbs or drains shall be installed as necessary.

7. Planting in the exclusive use area shall not restrict the views of adjacent, or nearby homeowners. In an effort to prevent fence deterioration, plantings along the wrought iron side fencing shall not encroach onto an adjacent Lot. No vines are to be attached to stucco walls, or to stucco or wrought iron fences. A lattice may be utilized in front of stucco areas to prevent vines from growing directly onto stucco walls and fences.
8. Any exterior lighting in the common area, or exclusive use area, must conform to the following:
 - ❖ Lights must be of low voltage (12-24v) and/ or solar.
 - ❖ Lighting must be of the mushroom type, or variants thereof; such lighting may be installed along common area walks, but nowhere else in the common area. Lighting may be installed anywhere in the exclusive use area.
 - ❖ The lighting system must be connected to the homeowner's electrical system through a ground-fault protected circuit, and the homeowner is responsible for all maintenance.
 - ❖ Installation of lights along walks in the common area shall be at the homeowner's expense, and the common area must be returned to its original condition after installation.
9. Automatic sprinkler systems may be installed, at the homeowner's expense, in the exclusive use areas connected to the homeowner's water lines, but the system must be so constructed that sprinkler water does not encroach upon a neighbor's Lot or structure, either during overt function, or by drainage thereafter.
10. Awnings may be installed on windows that face the exclusive area, but they must be of canvas or similar material and must be of solid/striped earth tone colors matching the stucco, or the roof tiles. If a scalloped edge is desired, the scallop must be of the Roman type.
11. Exterior screens or screen doors may be installed upon obtaining architectural approval from the Board of Directors. Exterior security doors may be installed only where not visible from the street and/or are not conspicuous. Color must match the existing white window trim.
12. Exterior wall or window air conditioners are not permitted.
13. Patio decks are permitted only after Architectural Committee and Board approval.
14. Patio umbrellas shall not obstruct the view of neighbors. White exterior roll-up shades may be installed on patio cover beams, but must be kept rolled up when not in use.

Request for Architectural or Landscape Change

1. Any homeowner desiring to make architectural, landscaping or hardscaping (patios, decks, brickwork, walls, etc.) changes on his/her lot must submit an Architectural Approval Request Form (AARF), with one set of fully detailed plans, to PMC, who will forward the request to the Board of Directors for review and approval. The appropriate Committee shall tour the site with the plans to ensure the fluidity of the project and determine if the project will present any adverse issues.

The evaluation points are as follows:

- ❖ Will any neighbor's view corridor be blocked by the planned improvements?
 - ❖ Are drainage patterns changed or are there drainage problems created by the implementation of the desired improvements?
 - ❖ Are the improvements in conformance with the existing architecture/ landscape of the Woodridge community?
 - ❖ Are all of the above guidelines followed?
 - ❖ Do any structures cover any existing easements?
2. Plans must be drawn to scale (1"=10' is desirable), showing exclusive use boundary and house footprint. All proposed landscaping must be detailed to show type of plant and height when fully grown, including trees. Hardscape plans must show provision for proper drainage and clearance from neighbor's common walls. All construction must be in compliance with City of Escondido building codes.
 3. After review, an approved set of plans is returned to the owner, one set is retained by the management company for filing, and one set is kept by the Committee. The Committee chairperson must stamp and initial all approved copies. Any changes to plans requested by the Architectural or Landscape Committee, or any disapproval, may be appealed to the Board of Directors.