

ROSETTA CANYON COMMUNITY ASSOCIATION

ARCHITECTURAL REQUEST FORM

Email: Rosetta@AvalonWeb.com

Return to: Rosetta Canyon Community Association, 31608 Railroad Canyon Road, Canyon Lake, CA 92587
Phone: (951) 244-0048 Facsimile: (951) 244-0520

Name: _____ Date: _____

Property Address: _____

Mailing Address (if different from above): _____

Home Phone: _____

Business Phone: _____

Mobile Phone: _____

I. Proposed Project Information

Describe the proposed improvement in detail: _____

II. Neighbor Advisement

With your submittal, please include a copy of the neighbor notification form, signed by any neighbors that will be visually impacted by your proposed improvement(s). This includes any adjacent or neighboring lots, which may be visually impacted by your improvement(s) from their rear yards' 2nd story windows.

III. Documents Required for Submittal

- Drawings which should include details of size, design, color and materials. Location of drains must be included in the drawings as well as location of plants and their common names (not Latin names)
- Application form
- Completed neighbor notification form.

Please note that in rare situations, the Design Review Committee may feel that the nature of the application requires review by a licensed architect; therefore, the DRC reserves the right to deny this application and require that it be reviewed by the architect. If you receive a denial for that reason, you will be required to resubmit the application along with a check payable to the association in the amount of the current review fee charged by the third party architect.

Homeowners Signature: _____ Date: _____

By signing this document, I certify that the items included represent a true representation of the improvements that I plan to make to my property.

Neighbor Notification Form



Name: _____
Address: _____
Signature: _____

Left Rear Neighbor



Name: _____
Address: _____
Signature: _____

Rear Neighbor



Name: _____
Address: _____
Signature: _____

Right Rear Neighbor



Name: _____
Address: _____
Signature: _____

Left Adjacent Neighbor



YOUR HOUSE
Name: _____
Address: _____



Name: _____
Address: _____
Signature: _____

Right Adjacent Neighbor



Name: _____
Address: _____
Signature: _____

Left Front Neighbor



Name: _____
Address: _____
Signature: _____

Front Neighbor



Name: _____
Address: _____
Signature: _____

Right Front Neighbor

If neighbor is not impacted by improvements, then write "Not Impacted" in signature line.
Signature on above form does not constitute approval of plans presented, only notification. Any concerns about plans being presented may be addressed, in writing, to Rosetta Canyon, 31608 Railroad Canyon Road, Canyon Lake, CA 92587

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Notice of Completion Form

This form must be completed and returned to the Association within 30 days after the approved improvements have been completed.

Homeowner Name: _____

Address: _____

Lot #: _____

Phone: _____

Summary of Completed Improvements

Attachments (check box to indicate 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.

Signature: _____ Date: _____

By signing this form, the homeowner is stating that improvements completed have been completed in accordance to the scope and specification of the approved architectural application and in accordance with the community's architectural guidelines.

Return Form To:

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