

## Exhibit A

### TRADITIONS HOMEOWNERS ASSOCIATION Property Improvement Form

Today's Date: \_\_\_\_\_ Property address: \_\_\_\_\_

Owner/Applicant's Name: \_\_\_\_\_

Mailing Address (if different than property address): \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Type of work (Please check appropriate items):

#### Architectural

#### Landscape

#### Equipment

<input type="checkbox"/> Deck	<input type="checkbox"/> Landscape/Hardscape(circle one)	<input type="checkbox"/> Play Equipment
<input type="checkbox"/> Gazebo	<input type="checkbox"/> Removal of Existing <input type="checkbox"/> New Install	<input type="checkbox"/> Pool & Equipment
<input type="checkbox"/> Room Addition	<input type="checkbox"/> Front <input type="checkbox"/> Rear <input type="checkbox"/> Side	<input type="checkbox"/> Spa & Equipment
<input type="checkbox"/> Patio Cover(s)	<input type="checkbox"/> Irrigation/ Drains (circle one)	<input type="checkbox"/> Water Feature
<input type="checkbox"/> Chimney	<input type="checkbox"/> Fence(s) / Wall(s) / Gate(s) (circle one)	<input type="checkbox"/> Barbeque/Counter
<input type="checkbox"/> Painting	<input type="checkbox"/> Front <input type="checkbox"/> Side	<input type="checkbox"/> Fire Pit
<input type="checkbox"/> Garage Door	<input type="checkbox"/> Rear <input type="checkbox"/> Retaining	<input type="checkbox"/> Lighting
<input type="checkbox"/> Outdoor Fireplace	<input type="checkbox"/> Extension	<input type="checkbox"/> Satellite Dish
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____	

Attach the completed Neighbor Awareness Form and three (3) sets of plans and specifications, including elevations and cross-sections as needed to describe the project.

Owner's Signature \_\_\_\_\_

OWNER'S SIGNATURE ABOVE SIGNIFIES ACCEPTANCE AND UNDERSTANDING OF THE  
GUIDELINES, CC&R'S AND EACH EXHIBIT ATTACHED HERETO.

Date: \_\_\_\_\_ Property Address: \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE**

- Disapproved as presented (List Reasons/Specific Guidelines Not Met)

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- Approved as presented

- Approved as revised/Conditional Approval:

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Committee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Committee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Committee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**General Conditions and Disclaimers:**

1. Committee approval does not waive or constitute or reflect compliance with any federal, state, or local law, ordinance, or code. Approval by the Committee does not relieve or satisfy an Owner's obligation to comply with all government laws and regulations affecting use of premises, subject to any approved plans. Approval by the Committee does not constitute approval by the city or county; and approval by the city or county does not constitute approval by the Committee.
2. Committee approval does not constitute acceptance of any technical or engineering specifications; and the Association assumes no responsibility for such. The property owner is responsible for all technical and engineering specifications. Approval by the Committee does not warrant structural safety, conformance with building codes or other applicable governmental requirements. The Committee reviews for aesthetic purposes only.
3. Any oversight of a provision of the governing documents, or a provision of the Guidelines/Standards, does not waive the rule. Corrections may be required. Only improvements depicted on the plans can be reviewed by the Committee. The Owner is responsible to ensure all improvements are depicted on the plans submitted. Any improvements not depicted on the plans are not approved. Any change(s) to approved plans shall be deemed unapproved until resubmitted and approved. Approval of plans and specifications shall apply only to the property for which approval is granted and is not authorization to proceed with Improvements on any property other than the property reviewed by the Committee and owned by the Applicant.
4. The use of a neighbor's yard for construction access is not permitted unless the neighbor has given written consent that includes a description of the access area. Access or storage of equipment used during the course of construction must be through the homeowner's property only. Property owned and/or maintained by the Association shall not be used for construction access or storage, unless Owner obtains prior written authorization from Association, the Owner agrees in writing to indemnify Association for damage to property owned and/or maintained by Association which is damaged as a result of an Owner's project, and Owner posts a construction deposit for restoration of damage to property owned and/or maintained by Association.
5. Owner is financially responsible for any repairs and/or replacement to property owned and/or maintained by Association which is damaged as a result of an Owner's project.

DATE: \_\_\_\_\_ PROPERTY ADDRESS: \_\_\_\_\_

6. Building materials may not be stored on streets, sidewalks, or on property owned and/or maintained by the Association. Streets may not be obstructed by construction equipment. All rubbish, debris and unsightly material or objects of any kind shall be regularly removed from the property and shall not allowed to accumulate thereon.
7. The property owner is financially responsible for any repairs to property owned and/or maintained by the Association damaged by a property owner's project.
8. Approval of plans and specifications is not authorization to proceed with Improvements on any property other than the property reviewed by the Committee and owned by the Applicant.
9. Approval of plans and specifications is not authorization to revise the original drainage system installed by the Builder and approved by the City.
10. Applicant understands and agrees that Applicant must comply with all of the provisions of the Guidelines/Standards.
11. All of the provisions of the Guidelines/Standards (including, but not limited to, the Conditions of Approval) are the provisions of the governing documents regarding Design/Architectural Review; and are incorporated herein by this reference. The applicant has read and understands all provisions and agrees to comply therewith. Approval of plans is subject to and does not constitute a waiver of the terms and provisions of the Association's Declaration, Supplemental Declaration, Guidelines/Standards, Rules and Regulations or other Operative/Governing Documents. Any violation of the Governing Documents must be corrected upon notice of violation.
12. In the event that the City and/or County requires modifications to the plans and specifications previously approved by the Committee, the Owner shall submit to the Committee all modifications to the plans. The Committee shall have the right to review and impose further conditions on such modifications which are not inconsistent with the requirements imposed by the City and/or County. The Committee shall have the right to impose conditions of approval of proposed Improvements which are more restrictive than conditions as may be imposed by the City and/or County. The Committee shall have the right to impose conditions of approval of proposed Improvements which are more restrictive than conditions as may be imposed by the City and/or County.
13. It is the responsibility of the requesting owner to obtain all appropriate signatures on the Neighbor Awareness form INCLUDING revised signatures for any later changes to the improvements reflected thereon. Any failure to obtain all appropriate signatures could render an approval from the committee void.
14. Failure to comply with and satisfy all procedural requirements for an application may void approval.

**EXHIBIT B NEIGHBOR AWARENESS  
FACING (ACROSS STREET), ADJOINING (UP OR DOWN SLOPE) AND  
IMPACTED NEIGHBOR NOTIFICATION STATEMENT**

**The attached plans were made available to the following neighbors for review:**

Adjoining Neighbor (up or down slope)	
Name	
Address	
Signature	Date

Adjoining Neighbor (up or down slope)	
Name	
Address	
Signature	Date

Adjoining Neighbor (up or down slope)	
Name	
Address	
Signature	Date

Adjacent Neighbor	
Name	
Address	
Signature	Date

Adjacent Neighbor	
Name	
Address	
Signature	Date

Adjacent Neighbor	
Name	
Address	
Signature	Date

Adjacent Neighbor	
Name	
Address	
Signature	Date

Facing Neighbor (across street)	
Name	
Address	
Signature	Date

Facing Neighbor (across street)	
Name	
Address	
Signature	Date

Facing Neighbor (across street)	
Name	
Address	
Signature	Date

My neighbors have seen the plans I am submitting for Architectural Committee Approval (see above verification). If any neighbor has a concern, they should contact Management in writing. Please note the neighbor objections do not in themselves cause denial of the plans but those concerns may be considered by the ARC.

SUBMITTED BY:

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

# TRADITIONS HOMEOWNERS ASSOCIATION REQUIRED WITH PAINTING APPLICATION

DATE: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

*Indicate the name and number of the paint color in the appropriate boxes.*

Chimney c:color: \_\_\_\_\_

Chimney cap color: \_\_\_\_\_

Stucco pop out color: \_\_\_\_\_

Main body stucco color: \_\_\_\_\_

Wood trim/  
Fascia color: \_\_\_\_\_

Gutter Color: \_\_\_\_\_

Downspout  
Color: \_\_\_\_\_

Garage door color: \_\_\_\_\_

Garage door trim color: \_\_\_\_\_

Shutter color: \_\_\_\_\_

Front door color: \_\_\_\_\_

Stucco hardscape color: \_\_\_\_\_

Decorative Wrought  
Iron: \_\_\_\_\_

Patio color: \_\_\_\_\_

*TRADITIONS HOMEOWNERS ASSOCIATION*  
Notice of Completion Form  
Exhibit D

Date\_\_\_\_\_ Owner's Name \_\_\_\_\_

Property address: \_\_\_\_\_

Mailing Address (if different than property address): \_\_\_\_\_

Daytime Phone:\_\_\_\_\_ Evening Phone:\_\_\_\_\_

ATTACH PHOTOGRAPHS OF ALL ANGLES OF IMPROVEMENTS INCLUDING  
BOTH FRONT, SIDE AND REAR YARD, IF APPLICABLE.

MAIL TO:  
TRADITIONS HOA  
c/o Keystone  
16775 Von Karman, Suite 100  
Irvine, CA 92606

E-MAIL TO: [traditions@keystonepacific.com](mailto:traditions@keystonepacific.com)

Do not write below this line

☐ Disapproved as presented

☐ Approved as presented

☐ Approved as revised: \_\_\_\_\_

Committee Signature\_\_\_\_\_ Date\_\_\_\_\_

Committee Signature\_\_\_\_\_ Date\_\_\_\_\_

Committee Signature\_\_\_\_\_ Date\_\_\_\_\_