RM MANAGEMENT
RESCUE ME MANAGEMENT

Office Phone: 619-837-3850
Office & Mailing Address: 251 N City Drive, #128F, San Marcos, CA 92078
Email: info@rescuememanagement.com
Hours of Operation: Monday–Thursday: 9:00 AM – 5:00 PM, Friday: 9:00 AM – 12:00 PM

VILLANITAS HOMEOWNERS ASSOCIATION

ARCHITECTURAL/LANDSCAPE REVIEW APPLICATION

OwnerName(s): _____

PropertyAddress: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

E-Mail: _____

Date Submitted: _____ Proposed Start Date: _____ Proposed Completion Date: _____

NATURE OF PROJECT: (CHECK ALL THAT APPLY)

☐ Painting of exterior of Dwelling (Complete form B attached)
Paint Color (attach paint chip) _____
☐ ADU
☐ Landscape changes and additions
☐ Patio cover/Pergola
☐ Fencing and/or gates
☐ Concrete work/paving stones (walkways, patio surface, deck etc.)
☐ Windows
☐ Property walls – new installation or changes to existing
☐ Satellite Dish
☐ Solar Panels
☐ AC/HVAC

☐ Other_____

☐ A COMPLETE COPY OF FINAL PLANS MUST BE ATTACHED, SHOWING:

✓ Site Plan and Floor Plan If Applicable
✓ Pictures of proposed area / examples and, or samples
✓ Exterior Elevations
✓ Roof Design (Solar Plans)
✓ Exterior Materials Specifications and Finishes/Colors
✓ Landscaping & Irrigation Plan
✓ Such Other Items Necessary to Reflect The Character And Dimensions Of The Improvements
✓ Building Permit if required must be submitted if approved

Detailed description and location on the property of the proposed project (Attach additional sheet if necessary):

_____

_____

_____

_____

_____

I acknowledge:

- The proposed start date for your project must allow adequate time for the Board / ARC committee to review your request. To avoid approval delays on an extensive/complicated project, additional explanatory materials such as architectural drawings, sketches, pictures, contractor's specifications, lists of materials, paint samples, etc. must be included with the request. The time cycle allowed by the CC&R's for your request to be processed does not begin until the ARC request is considered complete.

- That no work on this request shall commence until I have received approval of the Board / Architectural Committee;

- That if this request is approved, any change from what has been approved must also be approved prior to making the change. I understand that starting a project before approval is received could result in the Association requiring that the property be restored to its condition prior to commencing the project.

- That there are architectural requirements covered by the CC&R's and a board review process as established by the Board of Directors

- All proposed improvements to the property must comply with city, county, state and local codes. I understand that applications for all required building permits are my responsibility. Nothing herein shall be construed as a waiver of modification of any codes. My signature indicates that these standards are met to the best of my knowledge.

- This alteration will not detrimentally affect the proper drainage of any common areas or surrounding lots. I will be responsible at my expense to correct any drainage problems to such areas that may occur as a result of this work or alteration.

- Approval may be conditional in part upon receipt of an executed Maintenance Indemnification Agreement (provided by Management) when improvement affects adjacent portions of the structure / common area that are the responsibility of the Association.

Signature: _____ Date: _____

Submit Application by Mail or Email:

Rescue Me Management
251 N. City Dr., Suite 128F
San Marcos, CA 92078
info@rescuememanagement.com

For Office / Board Use Only:	**Date Received by Management:**	
APPROVAL / DENIAL		
☐ Approved ☐ Approved subject to minor revisions ☐ Disapproved ☐ Additional information required		
Comments:		

_____ _____ _____

Approval Signature Title Date

VILLANITAS HOMEOWNERS ASSOCIATION

Architectural or Landscaping Change Request

PAINT/STAIN COLOR SUBMITTAL

Form B

Please refer to the example provided to verify that all required information has been included.

Main Body: _____ Color

Roof Fascia: _____ Color

Trim/Accents: _____ Color

Front Door: _____ Color

Window Trim: _____ Color

Fence/Gate(s): _____ Color

Other Area: _____ Color

Other Area: _____ Color

Other Area: _____ Color

Other Area: _____ Color

Submitted By:

Owner/Applicant Signature: _____ Date: _____

Co-Owner/Applicant Signature: _____ Date: _____

Please submit Form B, or a similar document, along with your completed *Architectural or Landscaping Change Request* application, for all changes in exterior paint or stain colors.

VILLANITAS HOMEOWNERS ASSOCIATION

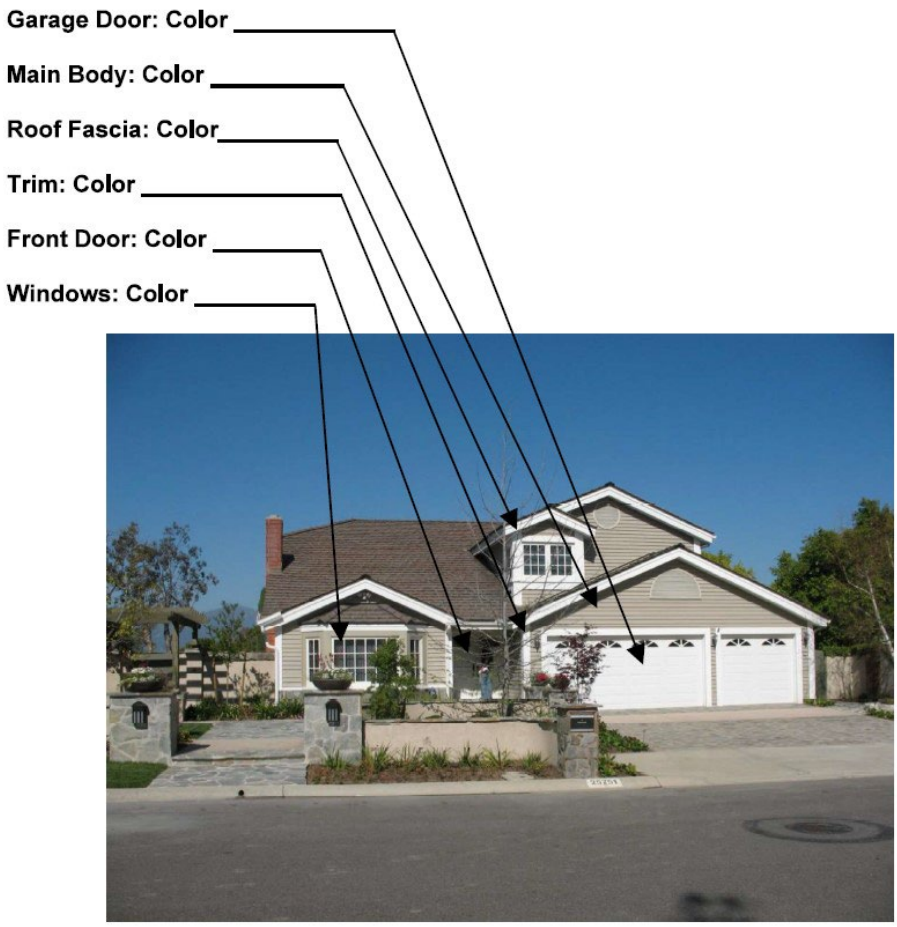
Architectural or Landscaping Change Request

PAINT/STAIN COLOR SUBMITTAL

Form B

PAINT SUBMITTAL EXAMPLE

***When submitting your supplemental paint document, Form B or similar, please include all information as outlined in this example.*



Submitted By:

Owner/Applicant Signature:_____ Date: _____

Co-Owner/Applicant Signature: _____ Date: _____

Please submit Form B, or a similar document, along with your completed *Architectural or Landscaping Change Request* application, for all changes in exterior paint or stain colors.