



Dover Shores Architectural Request Application

Homeowner's Name: _____

Address: _____

Phone: () _____ / Home () _____ / Office

Fax: () _____ / Email: _____

Estimated Project Starting Date: _____ Estimated Time Required: _____ (Months)

Contractor Name: _____ Address: _____

Phone: () _____ Cell: () _____

Description of Modification or Improvement:

Agreement & Certification:

I/we certify that I/we have read and understand all pertinent sections of the applicable CC&RS and the Architectural and Landscaping Rules. I/we believe that the information on this application, including the plans and any other attachment are accurate and complete. I/we understand that I/we are responsible for the actions of our contractors.

I/we agree that my/our home improvement, if approved will not result in any future maintenance costs whatsoever to the Dover Shores Community Association, and I/we understand that all construction, maintenance and insurance of the improvements shall be the sole responsibility of myself/ourselves.

I/we agree that any changes to the landscaping of the slopes during home improvement, shall be my/ours responsibility to replant and restore to its original look within a maximum period of one year from the date of approval of my application.

I/we understand that building permits for these improvements may be required and the cost of any permits and the responsibility for obtaining permits and subsequent City inspection will be the responsibility of the undersigned. I/we acknowledge that architectural approval is not intended to be, nor shall it be considered, a substitute for approval by the necessary and appropriate City agencies. I/we further agree that no construction will begin until the written approval of the association has been received pursuant to the Association's CC&RS.

I/we understand that the Association will inspect the improvement or modification during and after construction to verify conformance. I/we understand and agree that any failure to complete the improvement/modification in accordance with the approved application, plans, and schedule may result in reconstruction at my/our expense, forfeiture of fees, additional fines, and future action as deemed appropriate by the Association.

Legal Homeowner's Signature

Date



Notice of Completion

Property Owner's Name: _____

Property Address: _____

Mailing Address: _____

Daytime Phone: _____ Evening Phone: _____

E-mail Address: _____

Completed Work Being Submitted (FOR ARCHITECTURAL COMMITTEE ONLY-Please check all that apply)

Architectural

- _____ Deck / Balcony
- _____ Gazebo
- _____ Patio Cover
- _____ Painting
- _____ Rain Gutters
- _____ Room Additions
- _____ Remodel
- _____ New Construction

Landscape / Hardscape

- _____ Front Landscape
- _____ Rear Landscape
- _____ Front Hardscape
- _____ Rear Hardscape
- _____ Trees
- _____ Fences
- _____ Walls
- _____ Drains

Equipment

- _____ Air Conditioner
- _____ Basketball Backstop
- _____ Built In Barbeque
- _____ Lighting
- _____ Pool / Spa and Equipment
- _____ Solar Panels
- _____ Swing Set / Play Structure
- _____ Fire Pit
- _____ Water Feature

Other: _____

PLEASE PROVIDE THE FOLLOWING DOCUMENTATION:

- A copy of final permit approval/signed by public agency representative;
- COLOR photographs of the front of your home, side yard(s), and rear yard in multiple angles.

Once the Architectural Committee has approved your Notice of Completion your deposit of _____ will be returned to you within approximately sixty (60) days of the date of your NOC Approval letter.

Notice is hereby given that the undersigned is the owner of the property where the work took place and that the work was completed according to approved plans on the date specified below:

Date Work Completed: _____

Property Owner's Signature: _____

NOC Approved or Denied? (Circle One) Explanations: _____

Committee Member's Signature: _____

Committee Member's Signature: _____

Committee Member's Signature: _____

Committee Member's Signature: _____

Dover Shores Community Association
 c/o BHE Management Corporation
 P.O. Box 7736, Laguna Niguel, CA 92607-7736
 (949) 363-1963
 Email@BHEManagement.com

**Dover Shores
Community Association
PAINT PLACEMENT DIAGRAM**

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

DATE: _____

PROPERTY ADDRESS: _____

