

CATHEDRAL CANYON COUNTRY CLUB
CONDOMINIUM ASSOCIATION #1

c/o Desert Management
PO Box 799 - Rancho Mirage, CA 92270
(760) 862-1202 fax 862-1210

ARCHITECTURAL REQUEST

1. Homeowner will complete application form with procedures and needed back-up plus required signatures from neighbors. Homeowner will send the completed forms to Management.
2. Application form will be given to chairperson of the Architectural Committee.
3. Architectural Committee will review and make appropriate recommendations. The request approved or denied must be signed by the three members of the committee and forwarded to management.
4. Once management receives the request from the Architectural Committee, it will be included in the package for the next board meeting (if that meeting falls within 30 days of receipt of completed application.) If not, management will notify the board president as soon as possible so that a special meeting can be held within the required time limit.
5. The board president will sign the approval or rejection of the original request. If changes are required to the homeowner's plan, a letter explaining such will be sent to the homeowner within the 30-day period.
6. All architectural request forms showing approval, rejection, or required changes will be kept in an OPEN status file at the management office (as well as with the chairperson of Architectural Committee) until the work has been satisfactorily completed.
7. The Architectural Committee will inspect the work, and sign off and release the homeowner from any further compliance associated with that architectural variance.

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Request for Architectural Approval

Homeowners Name _____ Date _____

Cathedral Canyon #1 Address _____

Local Phone # _____ Other # _____

Mailing Address _____

Brief Description of Request _____

Approval is requested for the above variance in accordance with the plans attached. I/We have attached two (2) sets of plans detailing the work to be done and a complete description of the materials to be used.

I/We understand that building permits for home improvements are required by the City of Cathedral City. The costs of the permits, the responsibilities for obtaining the permits and subsequent inspections will be paid by me/us, the homeowners. In addition, I/We may be required to obtain and pay for a survey of the property. I/We am/are aware that, in some cases, an approved Architectural Variance may be subject to recordation of additional covenants to our grant deed. I/We also are aware that we are responsible for the future maintenance of the addition to or modification of the original structure. I/We will be responsible for any water damages, which result from the existence of any water source under concrete slabs as a result of this proposal.

I/We also understand that we will be responsible for the cost of this variance and any and all damage which may occur to any common area property including, but not limited to, sprinkler systems, utilities, buildings, lawns, plants, trees, and existing drainage areas will be corrected at my/our expense. I/We understand that a refundable damage deposit may be required.

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I/We acknowledge that the variance, if approved, is for a period not to exceed three hundred and sixty-five (365) days, with the acknowledgement that the project will be completed within ninety (90) days after the work has been started. I/We further agree that if any damage, as stated above, or failure to complete this variance is not corrected or finished by me/us within this time frame, the cost for completing this work will be assessed to my/our homeowners account, and such work will then be completed by the Homeowners Association. In the event the deposit is insufficient to complete the work, the homeowner will be billed for the remaining amount. If the bill is not paid, a lien will be placed on the property.

Signature(s) Homeowner(s) _____

THIS REQUEST MUST BE SUBMITTED TO DESERT MANAGEMENT

_____ APPROVED

_____ REJECTED

_____ PENDING FURTHER INFORMATION

_____ Signature _____ Date

_____ Signature _____ Date

_____ Signature _____ Date

_____ Signature _____ Date

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To assist the homeowner in preparing and submitting the Request for Architectural Approval the following procedure and guidelines are currently applicable.

A. PROCEDURES:

- Submit the completed Request for Architectural Approval form to the Architectural Committee c/o CCCCC#1 - Desert Management - PO Box 799 - Rancho Mirage, CA 92270.
- Include two (2) complete set of plans and specifications prepared by a licensed architect, or other qualified designers, including the following:
 - a. plot plan showing location of the proposed alterations
 - b. specifications of proposed construction materials
 - c. survey by licensed surveyor, as applicable
 - d. name, address and telephone number of contractor
- Submit approval/disapproval statements from adjacent owners.
- Incomplete applications will be returned.
- The Architectural Committee and then the Board will approve or reject requests within 30 days.
- For very simple modifications, the committee may accept hand drawn sketches with dimensions showing location of area to be modified or alterations requested.

B. GUIDELINES:

- Second stories may *not* be constructed.
- Satellite Dish/Antennas are acceptable if mounted in a location not visible from the roof or from the street and with a physical diameter of one meter or less. The Architectural Variance Request must clearly show the location of the proposed installation.
- Sectional roll-up garage doors are acceptable. Refer to Architectural Request Form for approved pattern and texture.
- Solar tubes are acceptable if approval to penetrate the roof is obtained. **THE INSTALLATION MUST BE INSPECTED (at the homeowner's expense) AND MUST CONFORM TO SPECIFICATIONS SET FORTH BY THE ASSOCIATION'S ROOFING CONTRACTOR.** The homeowner is responsible for all roof maintenance.

FACING AND ADJACENT NEIGHBOR STATEMENT

Adjacent Neighbor(s) Name _____ Address _____

Signature _____ Date _____

Adjacent Neighbor(s) Name _____ Address _____

Signature _____ Date _____

The above neighbors have seen the plans I am submitting for Architectural Approval from the Board of Directors. I understand neighbor objections do not in themselves cause denial, however, The Board of Directors may contact the neighbors to determine their objections, comments or suggestions, if necessary.

SUBMITTED BY:

Name _____ Date _____

Address _____

This proposal has been reviewed by the Architectural Committee and has been:

_____ Approved _____ Rejected _____ Pending further Review

This proposal has been reviewed by the Board of Directors and has been:

_____ Approved _____ Rejected _____ Pending further Review

Approved at the Board of Directors meeting on:

Signature of Architectural Chairperson _____

Signature of Board of Directors _____
