



D-1: Property Improvement Application

Lot Number *(if known)*: _____

Applicant Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Applicant's Signature: _____

Checklist of Items

- 1- Property Improvement Form (D-1)
- 2- Neighbor Awareness Form (D-2)
- 3- Three (3) sets of hard copy scaled construction drawings, *or*
One (1) set of digital scaled construction drawings (.pdf on USB)
- 4- Application fee of \$150 payable to "Auberge Community Association"
(only for complete backyard landscape renovations)
- 5- Material Sample Board or colored brochure (if applicable)

Proposed Improvements (please check all that apply)

- | | | | |
|---------------------|--------------------------|---------------------------|--------------------------|
| Grading & Drainage | <input type="checkbox"/> | Drains | <input type="checkbox"/> |
| Planting | <input type="checkbox"/> | Garage Door | <input type="checkbox"/> |
| Hardscape & Paving | <input type="checkbox"/> | Wall | <input type="checkbox"/> |
| Landscape Structure | <input type="checkbox"/> | Fences and/or Gate | <input type="checkbox"/> |
| Awning | <input type="checkbox"/> | Fireplace and/or Fire Pit | <input type="checkbox"/> |
| Gazebo | <input type="checkbox"/> | Deck | <input type="checkbox"/> |
| Patio Cover | <input type="checkbox"/> | Water Feature | <input type="checkbox"/> |
| Trellis/Arbor | <input type="checkbox"/> | Solar | <input type="checkbox"/> |
| Lighting | <input type="checkbox"/> | Outdoor Kitchen | <input type="checkbox"/> |

Other (please specify): _____

General Conditions

- *Do not pour concrete against existing fences;*
- *Do not backfill against existing fences;*
- *Core through curb for drainage;*
- *Maintain existing drainage pattern or provide alternative drainage method;*
- *Submit additional impacted neighbor signatures for work to be completed*

Auberge DRC Use Only



D-2: Neighbor Awareness Form

Lot Number (if known): _____
 Applicant Name: _____
 Address: _____
 Phone Number: _____
 Email Address: _____
 Applicant's Signature: _____

For Notified Neighbors: If, for any reason, you have an objection or concern to the proposed improvement, please notify the DRC by emailing the General Manager at mignacio@keystonepacific.com within seven (7) days from signing the form which it will then be included in the review of the application.

Rear Yard Neighbor
 Name: _____
 Address: _____
 Signature: _____
 Date: _____
 Unsold/Unoccupied/Not Applicable

Rear Yard Neighbor
 Name: _____
 Address: _____
 Signature: _____
 Date: _____
 Unsold/Unoccupied/Not Applicable

Rear Yard Neighbor
 Name: _____
 Address: _____
 Signature: _____
 Date: _____
 Unsold/Unoccupied/Not Applicable

Rear Yard or Common Area

Adjacent Neighbor
 Name: _____
 Address: _____
 Signature: _____
 Date: _____
 Unsold/Unoccupied/Not Applicable

APPLICANT
 Address: _____

Adjacent Neighbor
 Name: _____
 Address: _____
 Signature: _____
 Date: _____
 Unsold/Unoccupied/Not Applicable

Front Yard or Street Frontage

Front Yard Neighbor
 Name: _____
 Address: _____
 Signature: _____
 Date: _____
 Unsold/Unoccupied/Not Applicable

Front Yard Neighbor
 Name: _____
 Address: _____
 Signature: _____
 Date: _____
 Unsold/Unoccupied/Not Applicable

Front Yard Neighbor
 Name: _____
 Address: _____
 Signature: _____
 Date: _____
 Unsold/Unoccupied/Not Applicable

I, the applicant, certify that I have shown the construction documents for improvements to my residential lot and have asked my neighbors to sign this statement confirming notification of future improvements. I understand neighbor objections do not cause denial of plans.

Signature: _____ Date: _____

Name (Printed): _____



D-3: Notice of Completion

Lot Number *(if known)*: _____

Applicant Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Applicant's Signature: _____

The improvement(s) on the above listed property was (were) completed in accordance with construction documents and submittal package approved the Design Review Committee.

List Your Completed Improvement(s)	Completion Date	Picture attached
_____	_____	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>

Signature of Owner(s): _____ Date: _____

Name (Printed): _____

Design Review Committee Comments (if any): *Auberge DRC Use Only*

