

Exhibit A

PROPERTY IMPROVEMENT
FORM

Today's Date: _____ Address where work will take place: _____

Applicant's Name: _____ Signature: _____

Mailing Address: _____

Daytime Phone: _____ Email: _____

Type of Work:	Room addition	Front yard	Fence/Wall	Spa
(Please circle one or more)	Patio cover or gazebo	Rear yard	Lighting	BBQ
	Other _____			

Please email one set of plans and specifications, including elevations and cross-sections as needed to describe the project. Include the current date and the property address on each sheet.

Please include two (2) checks made out to Woodbury Community Association. The first check is a non-refundable design review fee in the amount noted below:

DEPOSITS – Collected at the time of plan submission. A check made payable to the “Woodbury Community Association” is required.

_____ \$500.00 – Improvement Security Deposit (covers non-compliance or damages incurred) Deposit not required for solar.

SUBMITTAL FEES – Collected at the time of plan submission. A check made payable to the “Woodbury Community Association” is required.

_____ \$225.00 – Single Family Detached Homes – Landscape/General Re-submittal Review Fee (includes initial review and two re-submittals) Each Additional Re-submittal beyond 3rd review will require payment of an additional \$225.00 re-submittal review fee)

_____ \$100.00 – Front Yard OR Back Yard only, or to install a Patio Cover, solar panels or to paint the home. Also includes, doors, windows and lighting.

_____ \$75.00 – Gate Change

Mail this Property Improvement Form, the plans and the checks to Woodbury Community Association, c/o Keystone Pacific, 108 Lamplighter, Irvine, CA 92620.

Please do not write below this line.

The proposed _____ project has been Approved Denied

Signed: _____ of the DRC Date: _____

General Conditions

1. DRC approval does not waive or constitute or reflect compliance with any federal, state, or local law, ordinance, or code.
2. DRC approval does not constitute acceptance of any technical or engineering specification; and the Master Association assumes no responsibility for such. The property owner is responsible for all technical and engineering specifications. The DRC reviews for aesthetic purposes only.
3. Landscaping for any residential Lot or dwelling unit shall be installed in all yard areas within two hundred seventy (270) days following the conveyance of the Lot to the first owner thereof.

**Woodbury
Community Association**

4. Any oversight of a provision of the Master Declaration, or a provision in the Design Guidelines, does not waive the rule. Corrections may be required. Only improvements depicted on the plans can be reviewed by the DRC. The Owner is responsible to ensure all improvements are depicted on the plans submitted. Any improvements not depicted on the plans are not approved.
5. 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. The use of property owned and/or maintained by the Master Association and/or Sub Association for construction access or storage is not permitted, unless authorized in writing by the Master Association and/or Sub Association and the Applicant signs an indemnification for damage and posts a construction deposit for repairs of damage to property owned and/or maintained by the Master Association.
6. Building materials may not be stored on streets, sidewalks, or on property owned and/or maintained by the Master Association and/or Sub Association. Streets may not be obstructed by construction equipment.
7. The property owner is financially responsible for any repairs to property owned and/or maintained by the Master Association and/or Sub 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 DRC and owned by the applicant.
9. Approval of plans and specifications is not authorization to revise the original drainage system installed by the Merchant Builder and approved by the City.
10. Applicant understands and agrees that Applicant must comply with all of the provisions of the Design Guidelines.
11. All of the provisions of the Design Guidelines (including, but not limited to, the Conditions of Approval) are the provisions of the Master Declaration regarding Design Review; and are incorporated herein by this reference. The applicant has read and understands all provisions and agrees to comply therewith.
12. In the event that the City and/or County require modifications to the plans and specifications previously approved by the DRC, the Owner shall submit to the DRC all modifications to the plans. The DRC 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 DRC 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 approval shall not be held to permit any violation of federal, state, or local regulation.

Owner's Signature