



Kelseyville Riviera Community Association

9689 State Hwy 281
Kelseyville, CA 95451
(707) 277-7281 fax: (707) 277-7734
Email: acp.CLRCA@gmail.com

Application for Minor Construction

- Fence/Enclosure
- Retaining Wall
- Porch/Patio
- Deck
- Solar Panels
- Exterior Sign
- Other (Explain) _____

TO OBTAIN APPROVAL:

Submit completed application to the ACP Committee **PRIOR TO STARTING WORK.**

To Expedite the approval process, please be sure to include:

DIMENSIONS: A plot plan (diagram) which shows all measurements and dimensions for the project and its exact location in relationship to any buildings on the lot, and the lot boundaries.

MATERIALS/COLORS: List of materials and small samples (e.g., color chips) if applicable.

Refer to the Associations governing documents and our "Guidelines to Building". The building department for County of Lake is 263-2221. Approval expires after twelve (12) months.

CONSTRUCTION SITE:

(Address): _____ APN: _____

MEMBER INFORMATION:

Name: _____ Telephone: _____

Mailing address (if different from above) : _____

_____ E-Mail _____

CONTRACTOR INFORMATION:

Name: _____ Telephone : _____

Mailing address: _____

E-Mail _____

I have read and agree to the conditions in the Association's *CC&Rs* and the *Guidelines to Building*, and the information submitted is accurate to the best of my knowledge.

Signed Owner: _____ **Date:** _____

Signed Builder: _____ **Date:** _____

SECTION FOR OFFICE USE:

Date Submitted: _____ Project Logged?:

County Permit Req'd? Yes No (if yes, \$85 Fee req'd)

Plan Check Fee Pd:\$ _____ Check No: _____

Appl. Incl. Plans?: Yes No

Acct in Good Standing? Yes No

Overdue? \$ _____ -or-Violation? _____

Resolution: _____

Project Results Logged: Initials: _____

Owner notified: Date: _____

Notes: _____

A.C.P. Committee Approval Stamp:

Plans Denied: Reason: _____

DATE RESUBMITTED: _____