

**Kelseyville Riviera Community Association  
Architectural Control and Planning Committee  
Violation Resolution Agreement/Request for Time Extension**

**Date:** \_\_\_\_\_

**Member's Name:** \_\_\_\_\_

**Assessor's Parcel Number:** \_\_\_\_\_

**Property Address:** \_\_\_\_\_

**Mailing Address (if different than above):** \_\_\_\_\_

\_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Explanation of Violation:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Reason for Requesting Time Extension:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Agreement for Resolution of Violation/Time Extension:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Date of Completion:** \_\_\_\_\_

**Work will be completed by:** \_\_\_\_\_ **Owner**  
\_\_\_\_\_ **Contractor**  
\_\_\_\_\_ **Other:** \_\_\_\_\_

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**Member's Signature** **Date**

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**Agent Representing Member's Signature** **Date**

An agent for the member/property owner may be a contractor, friend, or family member. KRCA requires that anyone acting as a representative for the member provide a separate written statement of representation from the member/property owner to KRCA stating that this individual has the authority to act on behalf of the member/property owner.

Failure to cure the violation by the agreed upon extension date will result in a hearing notice from the KRCA to bring together all parties in a hearing to proceed with several possibilities of sanctions if required by KRCA's Enforcement Policy. A list of possible sanctions will be included with the hearing notice.

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**Authorized KRCA Representative's Signature** **Date**