

**Front Yard Landscape/Parkway Only**  
**Design Review Application**

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

Project Address:

**APPLICANT:**

Name:

Address:

City: Zip:

Phone:

E-mail:

**HOMEOWNER:**

Name:

Address:

City & Zip:

Phone:

Current Front Setback:

Current Side Setback:

Is this property a corner lot?  YES  NO

**PROJECT TYPE (check all that apply):**

- Landscape/Hardscape
- Wall/Fence

**Project Description:**

Date received \_\_\_\_\_

## **ACKNOWLEDGEMENTS**

**Please initial each of the following to indicate understanding.**

I acknowledge my design is for front yard and parkway landscape only. \_\_\_\_\_

I will not begin any construction prior to formal approval of design by BHA Board of Directors (hereinafter "BOD"), and I understand that any construction undertaken without prior approval may result in a fine to accrue until the plan has been approved. \_\_\_\_\_

I have reviewed the Beverlywood Homes Association Design Review Guidelines located at [www.beverlywoodhoa.com](http://www.beverlywoodhoa.com) and I understand that my design must conform to the Beverlywood Covenants, Conditions and Restrictions (CC&Rs).  
\_\_\_\_\_

I have not and will not apply for City Permits until BHA BOD officially approves my design, and if City permits have been previously obtained, I understand that does not ensure Association approval. \_\_\_\_\_

I understand a copy of all City permits are required to be submitted to BHA prior to the start of any construction. \_\_\_\_\_

Any exterior design changes made following approval must be submitted and approved as an amendment to original application prior to implementation.  
\_\_\_\_\_

I understand that any design changes, whether complete or partial, to my property will potentially be required to be altered or removed at my expense if not previously approved by BOD. \_\_\_\_\_

I understand that my design approval is valid for one (1) year only. Further, I commit that my construction will be completed within 12 months of approval date. If construction is not completed in that time, the BOD may levy fines that will continue to accrue until completion. \_\_\_\_\_

# LANDSCAPE APPLICATION

<b>FEE</b>		
\$ 150.00 - Painting, Fence, Satellite Dish and Roof Review \$ 50.00 - Drought Tolerant Landscape Review (through December 31, 2015) \$ 150.00 - Non-Drought Tolerant Landscape/Hardscape		
<b>APPLICATION SHOULD INCLUDE:</b>	<b>Yes</b>	<b>No</b>
Landscape/Hardscape Plan – Detailed and Legible		
Sample Plant Palette (color pictures of proposed plants)		
Set of color photographs of existing property and adjacent homes on both sides		
<b>6 Sets of 8½” x 11” booklet with</b> - Copy of Landscape Design Review Application - Copy of Landscape/Hardscape Plan - Copy of Sample Plant Palette (color photographs) - Copy of Irrigation Plan (optional) - Copy of Photographs of existing and adjacent homes - Description of variances from CC&R’s - PDF version of all documents (if possible)		

The following questions only summarize the Rules & Regulations and the CC&Rs. The homeowner is responsible for reading and understanding the full text of those documents. **Deviations from these requirements (usually a “Yes” answer in the *first* column) should be explained under “additional explanations,” with reference to the applicable Section number.**

<b>Rules &amp; Regulations</b>		<b>Yes</b>	<b>No</b>
2.1.d	Are there any existing house, fence or landscape features that violate the CC&Rs and Rules?		
2.1.e	Does the construction violate any City building and safety codes? (Copies of City building permits to be sent to Association prior to start of work)		
<b>Item #</b>	<b>If any of the above answers are “Yes,” please provide additional explanation here:</b>		

		Yes	No
<b>Walls &amp; Fences</b>	Is there construction, repair, or replacement of walls or fences? <b>If “Yes”, complete the following:</b>		
<b>2.3.e (i)</b>	Will a wall or fence appear in the front setback? (Prohibited/requires variance)		
2.3.e (ii) (1)	Will a retaining wall greater than 1-1/2 feet appear in the front setback? (Prohibited/requires variance)		
2.3.e (ii) (2)	Will a retaining wall less than 1-1/2 feet appear in the front setback? If Yes, describe compelling reasons.		
2.3.e (iii)	Will any existing wall or fence be modified?		
2.3.e (v) (A)	Is repair of existing wall or fence (not located in front set back) with fence other than same material and colors as existing; or is the material chain link? <b>If not, exempt from Association review.</b>		
2.3.e (v) (B)	Will there be replacement of existing wall or fence (not located in front set back) with new fence that will be i. Greater than 6’ in height, or ii. Composed of other than wood or concrete block, or iii. Finished other than in its natural color, color stained redwood or walnut (or similar), painted white, Navaho white, or concrete color gray or similar <b>If the answer is no, fence is exempt from Association review.</b>		
2.3.e (v) (C)	Will a property line wall or fence be built or extended i. Greater than 6’ in height, or ii. Composed of other than wood or concrete block, or iii. Protrude past front of residence, or iv. Be located not on the property line; or iv. Finished other than in its natural color, color stained redwood or walnut (or similar), painted white, Navaho white, or concrete color gray or similar <b>If the answer is no, wall or fence is exempt from Association review.</b>		
<b>Item #</b>	<b>If any of the above Wall and Fence answers are “Yes,” provide additional explanation here:</b>		

		Yes	No
<b>Landscape</b>	<b><i>Presently, BHA has approved the use of the following drought tolerant grasses: Bent Grass, Bermuda, Bluegrass, Buffalo, Fescue, Rye, and /or Zoysia. Other grasses and coverings are subject to review. ARTIFICIAL TURF Is Not Permitted (8F).</i></b>		
	Will there be construction, replacement, or change of landscape, hardscape, or grading? If "Yes", complete the following:		
2.3.f.i. (A)	Will there be any change in grading?		
2.3.f.i. (B)	Will a hedgerow be created in the front setback?		
2.3.f.ii. (A)	Will there be a change from the exact shape, size and location of the driveway?		
2.3.f.ii ( B)	Will there be a driveway constructed with other than brick, stone, or concrete only? (No asphalt permitted)		
2.3.f.iv.	Will you add a planter box to property front that will exceed 12" above grade, or be made of other than wood, brick or stone, or make a material change in grade?		
C- 7.4 (e)	Are there steps, a walk, or patio in the front setback?		
2.3.f (x)	Will construction remove trees from front yard or parkway or expand, change or add hardscape (e.g. bricks or concrete) in front yard? <b><i>(Removal of trees without approval will be subject to fines)</i></b>		
	<b><i>If all the above answers are "no," landscape is exempt from Association review.</i></b>		
<b>Item #</b>	<b>If any of the above Landscape answers are "Yes," provide additional explanation here:</b>		

		Yes	No
<b>GENERAL PROJECT QUESTIONS:</b>			
	Will there be any other construction, replacement, or change of landscape, hardscape, or grading in the front or side setback?		
	Has Homeowner applied for DWP Rebate?		
	Will a rain barrel be added?		
	Will a rain swale be added?		
	Will drip irrigation be used?		
<b>Item #</b>	<b>If any of the above General Project answers are “Yes,” provide additional explanation here:</b>		
CCR Section	Design Guidelines	Yes	No
A1.1	Does construction violate any City codes?		
A1.2	Are there any planned variances to City zoning?		
A4	Do the side setbacks deviate from the side setbacks of adjacent properties		
C2b	Is an existing porch being removed?		
D2	Is the curb cut wider than the minimum necessary for the driveway?		
<b>Item #</b>	<b>If any of the above Design Guidelines answers are “Yes,” provide additional explanation here:</b>		

**ANY ADDITIONAL COMMENTS OR EXPLANATIONS:**

Empty box for additional comments or explanations.

THE ANSWERS TO THE QUESTIONS IN THIS APPLICATION ARE OF THE UTMOST IMPORTANCE. ALL QUESTIONS MUST BE ANSWERED. IF ANY QUESTION IS NOT ANSWERED THE APPLICATION WILL BE REJECTED.

THE BOARD WILL RELY ON THE ANSWERS TO THESE QUESTIONS IN RULING ON AN APPLICATION. IF THERE IS ANY INCONSISTENCY BETWEEN WHAT IS ANSWERED IN THESE QUESTIONS AND ANY OTHER ASPECT OF THE APPLICATION OR SUBMITTED PLANS, THE ANSWERS TO THESE QUESTIONS WILL BE CONSIDERED TO BE CORRECT. FOR EXAMPLE, IF THE QUESTION ABOUT REMOVAL OF A TREE IS ANSWERED IN THE NEGATIVE AND THE PLANS SHOW OTHERWISE, EVEN IF THE APPLICATION IS APPROVED, THERE HAS BEEN NO APPROVAL FOR THE TREE REMOVAL DESPITE WHAT IS SHOWN ON THE PLANS.

Amendments to a filed application will only be considered an amendment to the application if submitted on Association approved form of amendment.

The undersigned (1) acknowledges having read and understands the foregoing paragraphs, (2) acknowledges having read and understands the full text of the Rules & Regulations and the CC&Rs, (3) declares that this Application accurately and completely describes all proposed modifications, replacements, additions or changes to the exterior of the residence, buildings or lot to which this Application applies, (4) declares that this Application accurately and completely describes any modifications, replacements, additions or changes to the exterior of the residence, buildings or lot to which this Application applies WHICH HAVE ALREADY BEEN MADE TO THE PROPERTY, BUILDING OR LOT within twelve (12) months of the date hereof and are not subject to another approved Design Review Application, and (5) declares under penalty of perjury under the laws of the State of California that every aspect of this Application and the foregoing is true and correct.

\_\_\_\_\_  
Signature of owner

\_\_\_\_\_  
Date