

**SURFSIDE I ASSOCIATION**  
**APPLICATION FOR ARCHITECTURAL MODIFICATION**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

WORK PHONE: \_\_\_\_\_ ( ) \_\_\_\_\_ HOME PHONE: \_\_\_\_\_ ( ) \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

MODIFICATION TO BE DONE AND THE PURPOSE: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ ANTICIPATED STARTING DATE: \_\_\_\_\_

ADJACENT NEIGHBOR ADVISEMENT **(NOT REQUIRED FOR STANDARDIZED DOORS, WINDOWS, SCREEN DOORS).**

NAME	ADDRESS	SIGNATURE	NO OBJECTION	OBJECTION (circle one)
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NAME	ADDRESS	SIGNATURE	NO OBJECTION	OBJECTION (circle one)
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*Neighbor objections do not mean request will be automatically denied. However, the Architectural Control Committee may contact neighbors to discuss their objections and their appropriateness.*

**THREE (3) COPIES OF THE FOLLOWING INFORMATION SHOULD BE ATTACHED:**

1. Description of improvement (include dimensions, materials to be used, color, etc and please attach photos and/or brochure).
2. Location of improvement and residence on plot plan with dimension to fence line. Identify existing improvement.
3. Elevations of proposed improvement relating to existing dwelling.
4. PERMIT REQUIRED!

*Application may be returned if any of the above information is missing or incomplete or if the request is unclear. Requests must go before the board so approval process may take up to 30 days. Approval expires one year from date of approval.*

**199 E. Surfside Drive, Port Hueneme, CA 93041**  
**Email: [Surfside1hoa@gmail.com](mailto:Surfside1hoa@gmail.com)**  
**Phone 805-488-3304 Fax 805-986-4603**

This approval shall be limited to the items specifically set forth herein and is hereby granted upon the following terms and conditions. The violations thereof or non-compliance therewith will be grounds for the rescinding and revocation of the approval hereby granted.

1. Any and all proposed modifications, installations or construction, interior or exterior, must not alter existing construction design or the function thereof.
2. Any work done in an owner's home or on the common property shall be subject to all existing State, City, County, and Association laws, ordinances and regulations and subject to all Association guidelines, covenants, conditions and restrictions, resolutions, rules and regulations.
3. If the proposed modifications are to be done by anyone other than the owner, the party doing the work must be a licensed contractor and must submit proof to the Association that the contractor has comprehensive general liability insurance, workers' compensation and the proper liability limits as designated by the Association.
4. All work will be subject to inspection by the Association. The owner, together with the contractor, will be held responsible for any deviations of the above and will be required to make any necessary corrections at the owner's expense. Approval by the Association shall not be deemed to be approval of the quality of work or of the work to be performed for the purpose of creating any potential liability to the Association derived from the quality, method or manner in which the work is done or for the proposed materials to be installed. The Association makes no representations by any approval or otherwise that the proposed modifications are fit for the intended purposes or that they will in fact serve to properly perform their intended purpose.
5. By execution and acceptance of this Application, and the terms and conditions hereof, the owner acknowledges that he has been advised that the above installation, when completed, forming part of the common elements, will not be subject of any insurance coverage by the Association.
6. Owner hereby acknowledges that the responsibility to repair and maintain the above installation is the responsibility of the present and future owner. If the unit is sold, it is the present owner's responsibility to provide a copy of this Agreement to the buyer. The buyer must provide the Association with a signed copy of said Agreement prior to the close of escrow.
7. Owner, by the execution and acceptance of this Permit has remised, released, and forever discharged, and by these presents does remise, release, and forever discharge the said Association from all obligations, controversies, suits, actions, causes of actions, trespasses, variances, damages, claims or demands, in law or in equity, which against the said Association the resident ever had, now has or hereafter can, shall, or may have, for, upon or by reason of any damage to the above installation occurring in any manner whatsoever.

**If the Board approves this request, I (we) accept this approval upon the terms and conditions set forth which have been fully read by me (us). When selling your condo, please give copy of this request to new owners.**

**OWNER'S SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**ARCHITECTURAL CONTROL COMMITTEE RECOMMENDATION**

**DATE:** \_\_\_\_\_  **APPROVED**     **CONDITIONAL APPROVAL**     **DISAPPROVED**

**CONDITIONS INCLUDING REASONS FOR APPROVAL OR DISAPPROVAL:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Committee Chair or Property Manager:** \_\_\_\_\_

**BOARD OF DIRECTORS DECISION**

**APPROVED**     **CONDITIONAL APPROVAL**     **DISAPPROVED**

**CONDITIONS INCLUDING REASONS FOR APPROVAL OR DISAPPROVAL:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DATE:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_ **TITLE:** \_\_\_\_\_