

**KENSINGTON VILLAGE HOMEOWNERS ASSOCIATION  
ARCHITECTURAL CONTROL COMMITTEE  
APPROVAL APPLICATION**

(Revised June 1, 2005)

**The attached forms are for the use of Kensington Village Homeowners**

Per our C.C.& R's, Section 7.1: All homeowners are required to submit an Architectural Control Committee (ACC) Approval form, either by certified mail or personal delivery to the Architectural Control Committee, **prior** to the approval of any changes made to the exterior of their home and property. This includes, but is not limited to, front, side, and rear yard hardscape, plants, trees, landscaping, painting, etc. You may find specific details on Pg.#24, Article #7, of the Kensington Village C.C.& R's. It is further stressed that work **MAY NOT** commence until you have received written approval from the ACC.

Please make certain to include the ACC form, drawings, plans and any additional necessary paperwork, for proper review of your project. Failure to do so will result in documents being returned to you, unapproved, until the proper documents are supplied. Keep in mind that the Architectural Control Committee submittals are required to be processed in accordance with the C.C.& R's and all work must be in compliance with the requirements as defined in the C.C.& R's. Owner is responsible for obtaining permits required from the City of Orange.

\*\* An additional form, required for all room additions, is available from the ACC.

1. Description of improvements: Please describe all your proposed improvements in the appropriate section of this ACC application form, and also on your plans.
2. Location of residence on lot and the distance from the lot lines as well as measurements for the improvements in relation to the residence and lot lines.
3. Complete dimensions of all proposed improvements. Include positions of any planters, plants, trees, shrubs, sprinklers, drains, and any other items that will be placed on or under the ground in the front, side, and rear yards.
4. A complete description of materials and color schemes. This list is to include types of materials (cement, stone, brick, wood, etc.) as well as the surface finish and color of paint. All plants, trees, and shrubs need to be identified with their descriptive name (type) as well as their location and distance to other references on the property.
5. All drawings need to include the proper elevations. These are to include footings for walls, patio-cover support footings, and side and front views showing complete construction detail.
6. Your attention to these details will expedite the processing of your application and will assist the Architectural Control Committee in rendering decisions that will maintain the charm and esthetics of Kensington Village.

**KENSINGTON VILLAGE HOMEOWNERS ASSOCIATION  
ARCHITECTURAL CONTROL COMMITTEE**

**APPROVAL APPLICATION  
C/O Ken Hughey – ACC Chairperson  
599 North Eddington Drive  
Orange, California 92869-2574**

**Date:** \_\_\_\_\_ **LOT #:** \_\_\_\_\_

**From:** \_\_\_\_\_

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

**Telephone Number: Home:** \_\_\_\_\_ **Office:** \_\_\_\_\_

**Architect, Contractor (if applicable):** \_\_\_\_\_

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

**Telephone Number for above:** \_\_\_\_\_

**Proposed Start Date:** \_\_\_\_\_ **Completion Date:** \_\_\_\_\_

\*\*\*\*\*

**RESULTS OF ACC REVIEW OF APPLICATION**

**ACC Members in attendance: 1.** \_\_\_\_\_ **2.** \_\_\_\_\_

**3.** \_\_\_\_\_ **4.** \_\_\_\_\_ **5.** \_\_\_\_\_

**Application is:**

- Approved as presented - see attached letter from ACC**
- Conditions of Approval - see attached letter from ACC**
- Disapproval and returned to owner with attached Reasons - see attached letter**

\*\*\*\*\*

**(FOR ACC USE ONLY)**

**ACC Date Received:** \_\_\_\_\_ **By Whom:** \_\_\_\_\_

**Approval/Disapproval to Applicant - Date:** \_\_\_\_\_ **By. Whom:** \_\_\_\_\_

**Delivered via:** \_\_\_\_\_

**KENSINGTON VILLAGE HOMEOWNER'S ASSOCIATION  
ARCHITECTURAL CONTROL COMMITTEE  
APPROVAL APPLICATION**

**As the requesting homeowner, I understand and agree to the following:**

- 1. Work:** No work pertaining to this request shall commence until I have received written approval from the ACC.
- 2. Completion Date:** All work and improvements approved by the ACC must be completed within ninety (90) days after approval. Failure to complete the work within the prescribed period of time will cause the approval to be rescinded and resubmission will be required. Any extenuating circumstances for an extension should be brought to the attention of the ACC.
- 3.** That the "Conditions of Approval" Section of the Architectural Standards shall apply to any approval, and the conditions must be met prior to commencing work.
- 4.** That I will also be aware of the following:
  - Neighboring homeowners affected by the improvements (those on either side, in back of, in front of, or opposite to me) must be advised of all proposed work.
  - Should any homeowner disapprove, they may so indicate on this form or may send a written communication to the ACC at the address above.
  - An impacted homeowner does not have veto power over the proposed project, rather, the concerns are a factor to be considered by the ACC.
  - Unoccupied neighboring homes must be signed off by the property holder.

**THE PRINTED NAME AND SIGNATURE MUST BE ENTERED ON THIS FORM IN THE INDICATED SPACES BELOW.**

| Signature of Owner (s)                 |  |  | Date      |
|--|--|--|-----------|
| (Right Side) Neighbor's Name & Address |  |  | Signature |
| (Left Side) Neighbor's Name & Address  |  |  | Signature |
| (Rear Side) Neighbor's Name & Address  |  |  | Signature |
| (Front Side) Neighbor's Name & Address |  |  | Signature |

