

Palisair Home Owners Association
A NON-PROFIT CORPORATION

The Association Itself Is the "Tract Committee"
under the Declaration of Restrictions covering
Tracts 15944, 15948 and 19890, and operates
as such through its Board of Directors and Its
Officers

**APPLICATION FOR APPROVAL
FOR PROPERTY ALTERATION/CONSTRUCTION**

Submittal Date: _____ Project Site Address: _____

From: _____ Address: _____
Property Owner(s) Address at Which Owner Can Be Reached During Project

Phone: Home _____ Business: _____ Cell: _____

Legal Description of Property: Lot No.: _____ Block No.: _____ Tract No. _____

Check whether application is for: _____ PRELIMINARY or _____ FINAL approval

THE FOLLOWING MUST BE SUBMITTED WITH THIS APPLICATION:

\$100.00 Plan Check Fee. (Check to be Made Payable to: *Palisair Home Owners Association*)

For **PRELIMINARY** approval:

1. 2 sets of full-sized printed plans, at 1/8" scale or larger, which set forth the name of the property owner, the lot and tract number for the property at which the project is to take place, the street address of the property, the existing and proposed dimensions of the property and structures involved in the project, the property lines and setbacks, as well as any existing or proposed pools, walls, fences, and gates, including dimensions and materials.
2. 2 sets of full-sized printed plans, at 1/8" scale or larger, which set forth the existing and planned pad height and contours, if involved in project, as well as any cutting, filling, grading, and excavation plan.
3. A professional color rendering of proposed structure or addition, if requested by the PHOA.
4. Photographs of area to be affected by proposed construction or addition, if requested by the PHOA.
5. Electronic files in PDF format of all such plans and materials, to be sent to the Association at Palisair@gmail.com.

For **FINAL** approval:

1. 2 sets of full-sized printed plans, at 1/8" scale or larger as described above, as stamped and approved by the Department of Public Works Building and Safety.
2. Structural engineered drawings, if appropriate and requested by the PHOA.
3. All pertinent specifications, demonstrating materials to be used for all proposed work and color of all such materials. Manufacturers' samples or actual product samples, not to exceed 8" square, may be requested by the PHOA.
4. Exterior lighting and landscape plans and specifications, if involved in project.
5. Electronic files in PDF format of all such plans and materials, to be sent to the Association at Palisair@gmail.com.

The property owner agrees with the conditions of submission and understands and agrees that, under the Covenants, Conditions, Restrictions, and Reservations (CC&R's) of the PALISAIR HOME OWNERS ASSOCIATION (PHOA), the proposed project shall be performed in compliance with the drawings, specifications, and other information submitted and approved by the PHOA. Property owner agrees to cooperate with any request of a PHOA representative to review the drawings and specifications, as well as the Project site, as needed, to confirm compliance with the terms of the approval obtained.

Owner's Signature: _____ Date: _____

Name (Please Print): _____ Email: _____

PLEASE DROP OFF OR MAIL TO:

**Diana Ungerleider
16031 Anoka Dr
Pacific Palisades, CA 90272**

THANK YOU FOR YOUR TIME AND COOPERATION

For office use only: Architectural Fee Check #: _____ Amount: \$ _____
Received By: _____ Date: _____

Notes on Submittal: _____