

Palisair Home Owners Association  
A NON-PROFIT CORPORATION  
P.O. Box 901  
Pacific Palisades, CA 90272  
[www.palisair.org](http://www.palisair.org)

The association itself is a "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

February 13, 2016

***VIA ELECTRONIC MAIL – [chris.kris21@verizon.net](mailto:chris.kris21@verizon.net)***

***And VIA PERSONAL DELIVERY***

Mr. Chris Fabian  
Ms. Kris Griswold  
1243 Las Lomas Ave.  
Pacific Palisades, CA 90072

Re: Proposed Project at 1243 N. Las Lomas Avenue

Dear Chris and Kris:

We have reviewed your most recent submission of materials with concern to the project proposed for 1243 N. Las Lomas Avenue within the Palisair Home Owners Association. This project is for a single story addition along the west side of the existing house. Specifically, these materials include Plans prepared by Claret-Cup Architecture, dated 12-9-15 and include pages A1.0 (site plan), A1.2 (demolition and grading plan), A2.0 (proposed floor plans for roof and first floor), A3.0 (elevations), A4.0 (sections), addition aerial views, and, a survey by Becker and Miyamoto dated 11/12/01 and 2/13/03. The total number of pages with this submission is 7. This most recent set of drawings was submitted for consideration in December of 2015.

**This letter shall constitute Preliminary Approval by the Palisair Homeowners Association ("PHOA") with respect to this proposed project.** As an initial matter, we note that, by "Preliminary" Approval, we are addressing only the materials and information presented, which do not include plans stamped with approval from the Department of Building & Safety. As the plans for this project do not bear that approved stamp, and the other requirements for final approval have not yet been met, we can offer only preliminary approval at this time.

We also wish to emphasize that this approval is conditioned on this project's compliance with the Declarations of Establishment of Protective Covenants and Restrictions as imposed on all land in Tracts 15944, 15948, and 19890 ("CC&Rs"). Our preliminary approval is based on the PHOA Board's review of the sheets submitted and the

determination on their compliance with the CC&Rs. If your project will affect other parameters of the CC&Rs, which are not addressed by the plans submitted, approval has not yet been provided and we encourage you to bring such matters to our attention promptly for review.

Once you have received stamped plans from the Department of Building & Safety, final approval will require you to submit an Application for Final Approval to the Board accompanied by the submission of two (2) full size sets (1/8" scale or larger); two (2) sets reduced to 8-1/2x11", and 1 set in Adobe PDF format (can be emailed, [palisair@gmail.com](mailto:palisair@gmail.com)), of stamped plans as approved by the Department of Public Works Building and Safety. If those plans indicate pertinent changes or additions, made either voluntarily or due to requirements imposed by the Department of Building & Safety, we will be required to review those revisions for compliance.

The Board wishes to convey its assurance that, if the final plan provides no significant changes or new information for those parameters covered by the CC&Rs, approval will be provided on the final plans, when submitted. If there are pertinent changes or additions, however, either based on changes voluntarily made to the project, such as exterior lighting or landscape plans, or due to requirements imposed by the Department of Building & Safety, we will be required to review those specific alterations for compliance.

**Construction can only begin after plans have been stamped with PHOA final approval.** Pursuant to Article V, Section 3 of the CC&Rs, the Board specifically reserves the right to monitor the progress of the project to ensure compliance with the plans submitted and with the overall requirements of the CC&Rs. These powers include the right, with proper notice, to enter the property to review, and call for correction of, any violations posed.

If you have any questions or concerns as to the meaning and extent of this Preliminary Approval, please contact us and we would also be pleased to discuss any questions or concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read "F. Kirkpatrick".

Francine Kirkpatrick  
President, Palisair Home Owners Association

