

Architectural Review Application

Plan Review of Landscape/Hardscape/Construction Plans

Please complete the following information and include this application with your plans.

Lot # _____ Community Name: Riva Date: _____

Name(s): _____

Current Mailing Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone: _____ Evening Phone: _____

Email Address: _____

Please check all items from the following list that are being submitted for review and approval.

- _____ Front Yard Landscape/Hardscape
- _____ Back Yard Landscape/Hardscape
- _____ Side Yard Landscape/Hardscape

- | | |
|---------------------------|--------------------------------|
| _____ Accessory Buildings | _____ Play/Exercise Structures |
| _____ Arbors/Trellises | _____ Pool/Spa & Equipment |
| _____ Dog Houses/Runs | _____ Retaining Walls |
| _____ Driveway | _____ Sheds |
| _____ Fences/Walls | _____ Solar Panels |
| _____ Fountains | _____ Statuary |
| _____ Gazebos/Pergolas | _____ Storage Area |
| _____ Patio Covers | _____ Walkways |
| _____ Patios/Decks | _____ Waterfalls/Ponds |

Other: _____

Application Procedure

1. Obtain plans and specifications prepared by an architect, building designer, landscape architect, or civil engineer, as appropriate, duly licensed in the State of California.
2. Please review your architectural or landscape guidelines and community CC&R's with your contractor or designer BEFORE submitting plans for approval.
3. Plans should include the following, to the extent applicable to the proposed work:
 - Scale of measurement (including North arrow)
 - Fence and wall plans including any proposed retaining walls - location, height/elevation, materials, and color must be indicated.
 - Landscape development plan and paving, grading, dimension and detail call-outs of site features, details and specifications.
 - Planting, irrigation and lighting plan with details
 - Plans and details of pools and spas including location of mechanical equipment.
 - Plans and details (location, proposed material, color, size, height and elevation) of any added structures such as gazebos, trellises/arbors, patios, decks, play/exercise structures, dog runs/houses, sheds, sport courts, patio covers, water features (such as waterfalls, ponds, fountains, water features (such as waterfalls, ponds, fountains, etc.), accessory buildings, solar systems, storage areas, etc.
 - Proposed driveway extensions consistent with the CC&R's including size and materials
 - List of proposed plan materials
4. Any improvement that involves grading must have a civil engineer's stamp on the design and any improvement that involves modifications to the existing grade and/or drainage, or addition to hardscape, shall also include a signed statement from a licensed civil engineer indicating how drainage will be managed and/or redirected.
5. Submit this application, two copies of your plans, along with the processing fee (\$75.00) to:
(Check payable to Riva Homeowners Association)

Riva Homeowners Association
c/o The Helsing Group
2000 Crow Canyon Place, Suite 420
San Ramon, CA 94583

7. The Architectural Review Committee with their reviewing architects will review your plans upon receipt. Please allow 2-3 weeks for the review to be completed. You will be notified by mail of the results.

Greenbriar will forward the fee payment to the reviewing architects, Greenbriar does not retain any portion of your fee payment.

Please check with the City of your community to determine whether any City permits are required for your proposed modifications.

In order to prevent any delays, please review your plans carefully to ensure that you have included all relevant information and that the application check is written to Riva Homeowners Association.