

VILLA RIVIERA HOMEOWNER ASSOCIATION

REQUEST TO REPLACE/CHANGE/ADD WINDOWS AND/OR SLIDING GLASS DOORS

HOMEOWNERS(s): _____ and/or _____

1855 E Ramon Rd Apt _____ Palm Springs, CA 92264

Mailing Address (if different): _____

Email 1 _____ Email 2 _____

Tel 1: (_____) _____ - _____ Tel 2: (_____) _____ - _____

PROPOSED CHANGE: _____

Requirements:

1. All windows must match each other.
2. Acceptable colors are white or aluminum.
3. The size must match the original opening.
4. All windows must be a single pain of glass – no mullions.
5. Tinted windows are acceptable; however, mirror finishes are not.
6. No blinds or other types of shades are allowed between the panes of glass.
7. The kitchen window must be a sliding window like the original. No double-hung, greenhouse or casement windows.
8. Any damage to exterior walls/stucco must be repaired to the same texture as the rest of the walls and painted to match the current Villa Riviera exterior colors.
9. If you own one of 7 interior units that does not have direct access to its front patio from a sliding glass door (Apartments 6, 12, 15, 17, 21, 27 and 30), you may request permission to add a new sliding glass door from your dining area to your patio.

Attached with this request is _____ set(s) of plans and/or a copy of the proposal from a licensed construction/window contractor.

If the Contractor's contact information and California State Contractor's License Number isn't included on the proposal, please include the information here:

Company Name: _____ License Number: _____

Contact Name: _____

Address: _____

Telephone/email contacts: _____

I/We understand that building permits for home improvements are required by the City of Palm Springs, and the cost of the permits, the responsibility for obtaining the permits and subsequent inspections will be borne by the applicant/homeowner.

I/We acknowledge that all approved window replacements/changes will be at our expense.

I/We acknowledge that any damage to the common area (including, but not limited to sidewalks, pathways, sprinklers, walls, irrigation, electrical, fixtures, landscaping, gates, gate mechanisms and blacktop) for the duration of this project, whether caused by the contractor, subcontractor(s), homeowner(s) or laborers, will be the responsibility of the applicant/homeowner(s).

I/We acknowledge that we must abide by the City of Palm Springs construction work hours.

I/We acknowledge that all construction debris, including the old windows, may not be disposed of in the common trash bins. All debris must be removed from the site and properly disposed of by the contractor or homeowner.

The work will require _____ days from start to completion.

I/We understand and agree that it is the applicant's responsibility to advise any subsequent owner of the modifications and any subsequent maintenance responsibility.

Signature(s) of all owners: _____

Date: _____

Print Name

Date: _____

Print Name

The above request has been reviewed by the Architectural Committee on _____ and has been:

APPROVED () REJECTED () PENDING FURTHER INFORMATION ()

COMMENTS: _____

Approved by: _____ Print Name: _____
(Architectural Comm. Chairman)

Date: _____ (Permit Expires): _____

Completed work inspected by: _____ Print Name: _____
(Architectural Committee)

Date: _____

Scan/email, mail or fax form to:
Jackie Smith, Manager Villa Riviera
The Gaffney Group, Inc.
1111 E. Tahquitz Canyon Way, Ste. 107
Palm Springs, CA 92262
Fax: (877) 681-0301; Office: (760) 327-0301; Jackie@TheGaffneyGroup.net