

Attachment 13.1

STMOA ***Architectural Requirements***

“Home Improvement Request”

“Do not start work until your plan has been approved”

Date: _____ **Estimated Completion Date:** _____

Owners Name: _____

Owners Address: _____

Home Phone #: (____) _____ **Mobile Phone #:** (____) _____

E-Mail Address: _____

DESCRIPTION OF WORK TO BE ACCOMPLISHED

Please provide the following information for your home improvement:

- Site Plan showing location of proposed improvements
- Required setbacks (if applicable)
- Drawings/Renderings of the proposed Improvement
- Dimensions and Color of proposed Improvement
- Disclaimer and Indemnification Form
- Contractor Form
- Required Permits (if applicable)

Work is to be accomplished by: () Homeowner () Contractor () Other

Contractor: _____ **License #:** _____

Contractor: _____ **License #:** _____

NOTE: ANYONE PERFORMING CONSTRUCTION WORK IN CALIFORNIA THAT TOTALS \$500 OR MORE IN LABOR AND MATERIALS MUST BE LICENSED BY THE CALIFORNIA STATE LICENSING BOARD

Required permits must be submitted and approved before construction starts

Any new construction, additions and/or changes must conform to Title 25, Chapter 2, of the California Code of Regulations. The Architectural Review Committee's approval does not imply that any improvement is consistent with applicable safety, building or other state code requirements, or that the proposed improvement is suitable or appropriate for its intended use. It is the homeowner's responsibility to determine if the proposed improvement complies with applicable governmental codes and regulations. For assistance consult your contractor or the State of CA Department of Housing and Community Development (HCD) at (951) 782-4420.

Homeowner Acknowledgement of Requirements:

I/We certify that both I/We, as the owner(s), and the persons doing the actual work have read and understand the STMOA Architectural Requirements. I further certify that the work being done will be compliant with those rules. I have contacted the California State Department of Housing and Community Development (CA HCD), and obtained all necessary CA HCD permits for this construction activity.

HOMEOWNER SIGNATURES:

X _____

X _____

Plans Approved: () **Plans Approved with Conditions:** () **Plans Denied:** ()

Architectural Review Committee Approval:

Committee Member: _____ **Date:** _____

Committee Member: _____ **Date:** _____

STMOA Board Member: _____ **Date:** _____

Completion Inspection Non-Compliance Items: Yes () No ()

Completion Approval:

Committee Member: _____ **Date:** _____

Committee Member: _____ **Date:** _____

STMOA Board Member: _____ **Date:** _____

Attachment 13.5
STMOA
Architectural Requirements

“ARCHITECTURAL DISCLAIMER & INDEMNIFICATION”

By authorizing any fabrication, construction, modification, or landscaping on a resident(s)’ space in Sunrise Terrace, the Corporate Board and the Sunrise Terrace Mobilehome Owners Association (“Corporate Parties”) do not assume any responsibility for damage to underground utilities, plumbing, wiring or anything under or above ground. The resident(s) having the aforementioned tasks accomplished will accept full and sole responsibility and financial liability for any such damage.

Additionally, the Corporate Board and the Sunrise Terrace Mobilehome Owners Association do not assume any responsibility for any harm, injury or death that may occur during the above fabrication, construction, modification or landscaping. The resident(s) having the aforementioned tasks accomplished will accept full and sole responsibility and financial liability for any such consequence.

Indemnification of Corporation

Resident’s Indemnification of Corporate Parties. To the fullest extent permitted by law, Resident shall, at Resident’s sole expense and with counsel reasonably acceptable to the Corporation, indemnify, defend and hold harmless Corporate parties from and against all Claims from any cause arising out of or relating (directly or indirectly) to this Architectural Approval including, but not limited to:

- (a) Any harm, injury or death that may occur during any fabrication, construction, modification or landscaping;
- (b) Any damage to underground utilities, plumbing, wiring or anything under or above ground;
- (c) Any act, error, omission, or negligence of Resident Parties or of any invitee, guest, licensee, contractor, handyman or other individual(s) directly or indirectly pertaining to the aforementioned tasks provided for in the Architectural Approval Form;
- (d) Resident’s conducting of its business;
- (e) Any alterations, activities, work, or things done, omitted, permitted, allowed, or suffered by Resident Parties in, at, or about the Premises or home, including the violation of or failure to comply with any applicable laws, statutes, ordinances, standards, rules, regulations, orders, decrees, or judgments in existence on the Task Commencement Date or enacted, promulgated, or issued after the date of this Disclaimer/Indemnification and the Architectural Approval; and
- (f) Any breach or default in performance of any obligation on Resident’s part to be performed under this Disclaimer/indemnification and the Architectural Approval.

I have read the above paragraphs and agree with the content.

Residents Signature

Residents Signature

Address: _____

Date: _____

Attachment 13.6
STMOA
Architectural Requirements

“Contractor and Handyman Regulations”

ALL RESIDENTS SHALL HAND A COPY OF THESE REGULATIONS TO EACH CONTRACTOR AND/OR HANDYMAN WORKING ON THEIR PROPERTY, AND OBTAIN THEIR SIGNATURE.

NOTE: ANYONE PERFORMING CONSTRUCTION WORK IN CALIFORNIA THAT TOTALS \$500 OR MORE FOR THE TOTAL COST OF LABOR AND MATERIALS MUST BE LICENSED BY THE CALIFORNIA STATE LICENSING BOARD.

1. Contractors/Handymen must ensure required permits are in place prior to start of work and work complies with applicable building and construction code requirements.
2. Contractors are not permitted to bring their children or dogs into Sunrise Terrace while working.
3. If a minor child under the age of 16 works for the contractor or handyman, a Certificate of Workmen’s Compensation and a Permit to Employ and Work must be on file in the Corporate Office before the minor starts to work at Sunrise Terrace.
4. Contractors or handymen are responsible for disposal of garden refuse, surplus materials and chemicals resulting from work they do at a residence.
5. Once begun, all work shall be promptly carried through to completion unless consent to terminate or delay is obtained in writing from the Board.
6. Contractors and handymen are limited to moderate noise levels from vehicle radios and/or portable radios while working in Sunrise Terrace.
7. Obnoxious behavior, offensive language and / or loud voices are prohibited in the Sunrise Terrace.
8. Trespassing through other home sites is prohibited. If necessary, make arrangements with the affected neighbor.
9. Contractors and handymen may work only between the hours of 8:00 a.m. and 6:00 p.m. and are subject to all of the above rules.
10. Equipment and power tools creating excessive noise are prohibited on Sunday without prior permission from the Office Manager, or unless the situation is an emergency.
11. No outdoor spray painting of any type is allowed in the Sunrise Terrace.

Contractor / Handyman Signature

Date

LOT PLOT PLAN AND PARK INFORMATION	
<p>A) Park Name _____</p> <p>Homeowner Name _____</p> <p>Homeowner Address _____ Sp# _____</p> <p>City _____ Zip _____</p> <p>Design Information:</p> <p>Home Amperage: _____ Pedestal Amperage: _____</p> <p>Home Voltage: _____ Pedestal Voltage: _____</p> <p>Home Roof Load: _____ PSF</p> <p>Roof Load for locality: _____ PSF</p> <p>C) Is the park located in a snow area requiring 30 lb or greater roof loading? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>D) The lot line corners at the front and rear are clearly and permanently marked pursuant to Title 25 of the California Code of Regulations, Sections 1104 or 2104 in the following manner: _____</p>	<p>NOTE: Each lot line corner shall be <u>clearly and permanently</u> marked prior to installation and inspection.</p> <p style="text-align: center;">STATEMENT OF RESPONSIBILITY (ORIGINAL SIGNATURE REQUIRED)</p> <p>As the park owner or operator, or as his or her authorized representative, I hereby certify that the information provided on this plot plan relative to the location of the manufactured home, all related accessory structure locations and separations and the park and homeowner information is true, accurate and complete. <u>Lot corners have been identified as in item D above.</u></p> <p style="text-align: right;">Signature of Park Owner, Operator, or Manager _____</p> <p style="text-align: right;">State of California Department of Housing and Community Development Division of Codes and Standards</p>
<p style="text-align: center;">Indicate distances to all lot lines</p> <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="width: 20%;"> <p>Existing Structure</p> <p>Corner Marker</p> </div> <div style="width: 60%; text-align: center;"> <p>CHECK ONE BOX</p> <p><input type="checkbox"/> Home above Grade</p> <p><input type="checkbox"/> Home below Grade</p> <p>MANUFACTURED HOME</p> </div> <div style="width: 20%;"> <p>Existing Structure</p> <p>Corner Marker</p> </div> </div> <p style="text-align: center;">STREET</p>	
<p>Width and length of lot: _____ x _____ Width and length of home _____ x _____</p> <ol style="list-style-type: none"> 1. Draw any proposed structure(s) and existing structures on the diagram above at the approximate location and identify the type of structures (e.g. deck, awning, etc). Indicate the distance from the lot line to the proposed structure. Also indicate the length and width of the structure. 2. Indicate the exact distances from structures on adjacent lots if located within 10 (ten) feet of your lot line. 3. Enter length & width of the manufactured home (including eaves) and length & width of lot. 4. No vegetation is allowed under the manufactured home or habitable accessory structure. Lot must be properly graded to ensure that water cannot accumulate beneath the manufactured home. 	



Northern Area Office
 9342 Tech Center Drive, Suite 550
 Sacramento, CA 95826

Southern Area Office
 3737 Main St. Ste 400
 Riverside, CA 92501

LOT COVERAGE CALCULATION WORKSHEET

Owner Name: _____

Owner Address: _____

Owner Phone #: _____

Contact Information: _____

Total Lot Square Footage: A _____

Existing Structures: Square Feet:

Home _____

Carport Awning _____

Porch Awnings _____

Window Awnings _____

Porches _____

Deck _____

Sheds _____

Sunroom _____

Total Existing Structures: Square Feet: B _____

New Structures Square Feet Being Added: C _____
(Awning, Porch, Deck, Shed, etc.)

TOTAL ALL COVERED AREA: B + C = _____ D

TOTAL LOT % COVERAGE (D ÷ A) X 100 = _____

Completed by: _____

Signature: _____

Date: _____