

**CAPITOLA KNOLLS HOMEOWNERS ASSOCIATION**  
**Architectural Modification Application**  
**Garage Door/opener Installation**

***Please complete and return to:*** Capitola Knolls, c/o Shoreline Property Management, 1100 Water St. Suite 2A, Santa Cruz, CA 95062

Name of Owner(s): \_\_\_\_\_

Unit Address: \_\_\_\_\_

Telephone Numbers: (H) \_\_\_\_\_ (W) \_\_\_\_\_

Applicant agrees and understands that the application does not fulfill all of the conditions and requirements for an approval. In addition to this completed "Architectural Application" form, the applicant must submit to the Board acting as the Architectural Committee drawings and specifications showing the nature, kind, shape, height, materials and locations of the proposed architectural alteration. It is also understood by the applicant that the submission must be in writing. The Architectural Committee may require additional information, as it deems necessary to make a decision. Until all information is submitted to the committee, the application will be deemed to be incomplete and the application will stand disapproved.

General Description of Proposed Work: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Applicant further agrees and understands that in the event that the Committee approves the modification, that they may impose "Special Conditions" of construction and maintenance on the approved work. Any special conditions shall be attached and be part of the approval. Any deviation from the approved plans, specifications or special conditions shall cause the permit to terminate and become null and void. Applicant agrees and understands that failure to conform to these requirements will be automatic authorization by the applicant to have the work brought into conformance with approved plans, specifications and special conditions. Applicant further agrees and understands that all costs incurred by the Association as a result of bringing said work into compliance shall be a charge against the owner's lot. Such costs shall include costs of construction, reconstruction, administration, fees, attorney fees and reasonable court costs, if incurred. It is also agreed that no work will be initiated which will 1) be a violation of any of the provisions of the Association's Declaration of Covenants, Conditions and Restrictions or any applicable building code, 2) be an annoyance to the residents or 3) increase the cost of insurance.

It is further agreed that in the event the application is approved, all maintenance repair or replacement of the approved item will be the sole responsibility of the unit owner and further that any expense incurred by the Association that is the direct or indirect result of the approved change shall also be the sole responsibility of the unit owner. All work should be initiated with consideration of the grounds, esthetics, time and noise factors.

Owner agrees that this Architectural Improvement Agreement, if approved, shall be a covenant running with the land as it relates to Owner's Lot/Unit and shall bind and be a charge on Owner's Lot/Unit and to his/her successors or assigns. This covenant shall be binding on all parties and all persons claiming under it.

**Applicant further agrees with their signature below to abide by the following Specifications for carport/garage conversions (installation of a garage door).**

1. **Garage Door Construction:** The garage door will be a *four* section, sectional door constructed of wood or steel *with a maximum of four panels per section*. If a steel door is used it must be factory insulated. The door may have one row of glazed windows. Rollers are to be non-metallic and springs are to be torsion type. The door, track, and torsion spring mechanism must be installed in a way that minimizes operating noise. Safety features, including finger shields and safety protector system to interrupt the closing when an object is in its path are required.
2. **Side Door:** The passage door on the side of the garage is to be exterior grade, solid core, with three hinges and is to open out and the lock set is to match existing project locks.
3. **Paint:** It is the homeowner's responsibility to paint both doors within 10 working days of installation. *Call the Association's project manager* for the current paint color. The Association will assume responsibility for repainting when the building is repainted.
4. **Automatic Openers:** If an automatic door opener is requested, it must be **belt driven**. (Suggested models: Chamberlain, Model Whisper Drive, Genie, Model Genie Pro Max Stealth, Lift-Master, Model Formula 1, Overhead Door Corp., Model Phantom.) All wiring modifications to the building must be installed to local building codes.
5. **Installation:** The installation of the doors must be made by a contractor licensed and insured to perform the work. If the City of Capitola requires a permit for this work, the Association requires that one be secured prior to commencement of work.
6. **Association Access:** The Association shall have the right of emergency entry into the garage area at any time, without notice for building maintenance. The owners must supply a key to the side door of the garage to the Management Company.
7. **Uses of the Garage Area:** The same instructions that apply to carports apply to enclosed garages, i.e. the area is to be used for the parking of operable vehicles and storage of non-flammable items only. Major vehicle repairs and/or service is prohibited. Inoperable vehicles, refuse, flammable materials or liquids are not allowed to be stored in the garage at any time. Under no circumstances may any occupant cause to be accumulated debris such as old paper, magazines, boxes, lumber, furniture, appliances or any other items, which in the opinion of the Association creates a liability, hazard or nuisance to the adjoining unit.
8. **Door Usage:** The doors to the garage must be in the closed position when not in use. As a courtesy to the residents in adjoining units, the use of the doors should be operated as infrequently as possible and rarely after 10:00 P.M. or before 7:00 A.M. If the Association receives complaints from residents of unreasonable noise or other problems associated with the use of the garage doors and if complaints cannot be resolved between the parties, the Association reserves the right to have the opener disconnected and /or require that the door be removed at the owner's expense.
9. **Association Approval:** Prior to approval by the Association the Owner(s) must submit written acceptance of the installation by all homeowners in the building including acceptance by the current resident of the number 4 unit. A detailed set of manufacture's specifications for the door and opener must be supplied with the Application. Final approval is subject to visual inspection by the Association upon notification of completion.

Describe proposed architectural modification in detail:

*Attach any pertinent documents that will further describe the modification and/or materials to be used.*

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Name of Contractor: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_ License #: \_\_\_\_\_

\_\_\_\_\_  
Contractor's Signature

\_\_\_\_\_  
Date

By signing the Contractor acknowledges he has read and understands and will meet all specifications contained in this application and procure City of Capitola permits where necessary.

*A Certificate of Insurance may be required by the Association from the contractor before commencement of work.*

\_\_\_\_\_  
Homeowner (s) Signature      Unit Address

\_\_\_\_\_  
Date

\_\_\_\_\_  
Homeowner (s) Signature      Unit Address

\_\_\_\_\_  
Date

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Association Approved \_\_\_\_\_ Date \_\_\_\_\_

Association Denied \_\_\_\_\_ Date \_\_\_\_\_

Conditions, if any: \_\_\_\_\_

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