

# Provence d' Aliso Association

## Architectural Submission Checklist

### Forms Required (two copies of each):

- Review/Approval Process and Procedures (signed)
- Property Improvement Form (completed & signed)
- Neighbor Awareness Form (signed)

### Fees:

- \$500** Deposit (made payable to Provence d' Aliso Association)
- \$150** Review Fee (made payable to Provence d' Aliso Association)

### Plans & Specification:

- Three (3)** sets of plans & specifications
- Drawn to scale 1/8" = 1'-0" or 1/4" = 1'-0"

### Hardscape (patio slabs, walkways, planter walls, etc...):

- Dimensions shown on plans
- Shows grades for all hardscape (flow direction and slope)
- Shows elevation of hardscape (patio slab) in relationship to home's stucco screed
- Material specified for finished surfaces (concrete, brick, stone, etc...)
- Colors specified for finished surfaces

### Landscape:

- Plant material species specified
- Plant material sizes specified (nursery container sizes)
- Plant material located on plans
- Dimensions for lot boundaries
- Dimensions showing locations of trees
- Dimensions of all planter areas
- Show grades for landscape areas (flow direction and slope)
- Show existing and proposed drainage systems

### Raised Planters (planter area with soil level raised above surrounding soils):

- Drainage shown or specified
- Water proofing specified (between soil and building or fence surfaces)
- Material specified
- Finish colors/materials specified

### Structures (patio covers, built in barbecues, gazebos, fountains, spas, fences, etc...):

- Dimensions (height, width & length) shown on plans
- Materials specified
- Finish colors specified

### Forward all of the above material to:

**Provence d' Aliso Association**  
c/o Accell Property Management  
25301 Cabot Road, Suite 203  
Laguna Hills, CA 92653

Should you have questions regarding the architectural review process, please contact Accell Property Management (949) 581-4988.