



THE SEA RANCH ASSOCIATION

975 Annapolis Road
PO Box 16
The Sea Ranch CA 95497-0016

Design, Compliance & Environmental Management
Phone: 707-785-2316
Email: dcmadmin@tsra.org

RECEIVED

THE SEA RANCH ASSOCIATION
DEPT. OF DESIGN REVIEW AND
ENVIRONMENTAL MANAGEMENT

APPLICATION FOR ADDITIONS/MODIFICATIONS

PLEASE CHECK APPLICATION TYPE:

- ☒ Repair & Replace → No Fee ☐ Minor Alteration (including Gutters/Solar) → \$180 ☐ Major Alteration → \$360 Fee
(As Determined by DCEM staff)
- ☐ Add/Mod up to 500 Sq. Ft → \$1800 Fee/\$3000 Deposit ☐ Add/Mod over 500 Sq. Ft. → \$3600 Fee/\$6500 Deposit

UBL: 24-0-68 Property Address: 39331 Pacific Reach Owner's Name: Nik & Nicole Reed

Mailing Address: _____ Phone: _____ Email: _____

Representative/Contractor: Cortlandt Roofing cc: Janet Mackinnon
Mailing Address: 2989 Wilton Ct. Suite B Phone: 707-387-5979 Email: janet.aedesign@gmail.com
SR 95407 chyanne@cortlandtroofing.com

Describe requested work: Tear off sod roof and install new native grasses;
new plywood & waterproofing.

- ❖ Prior to review we must receive the completed application, two sets of plans, and the review fee payable to TSRA, if applicable.
- ❖ Application will be processed as expeditiously as possible, with a maximum of 45 days allowed for processing. Applications cannot be processed until all required documents/fees have been received, at which time the 45-day review period will begin.
- ❖ All exterior construction and site work must be completed within one year from approval date.

Your signature below indicates you agree to follow the conditions of approval for this Additions/Modification proposal.

APPLICANT'S SIGNATURE: Chyanne Bant DATE: May 24, 22

☒ Email - Following Review

☐ Mail hand copy - Following Review

FOR THE SEA RANCH DESIGN COMMITTEE

Returned unreviewed - Incomplete submittal: ☐ By: _____ Date: _____

Resubmit Instructions: _____

☐ Preliminary ☒ Final ☐ Approved ☒ Approved with conditions ☐ Denied ☐ Denied w/o Prejudice

SIGNATURE: [Signature] DATE: 7/13/22

Conditions/Comments: PRIOR TO INSTALLATION OF ANY NEW PLANTING, SUBMIT
SPECIFICATION OF SEED MIX OR 'PLUGS' FOR REVIEW/APPROVAL
BY DEPT. STAFF.

ALL NEW VISIBLE EXTERIOR MATERIALS,
FINISHES, AND DETAILING SHALL MATCH
THOSE AT EXISTING CONSTRUCTION
UNLESS NOTED AND APPROVED OTHERWISE

Inspection Date: _____

Revised March 2020



The Sea Ranch Association

975 Annapolis Road
P.O. Box 16
The Sea Ranch, CA 95497-0016

Design, Compliance &
Environmental Management

tel: 707-785-2316
fax: 707-785-3555

April 1, 2022

Dear Applicant:

The Department of Design, Compliance & Environmental Management (DCEM) continues to experience significant delays in processing applications and responding to emails and phone inquiries due to continued staffing shortages. Record numbers of lot and home sales and application submittals have significantly increased workload volume, while staff vacancies remain unfilled.

Due to these circumstances, the Design Committee/DCEM staff may not be able to act on a submittal/application and notify an owner/owner's representative of the outcome of the review within the 45 days allowed for a timely review as provided for in Section 3.03(d) of The Sea Ranch Restrictions. Therefore, until further notice, in order to process any submittals/applications, as authorized by your signature below, you agree to waive your right to complete the review and render a decision within 45 days of the submittal date.

This waiver will pertain to all submittals for your property that are received by DCEM through December 31, 2022 or until the DCEM office is fully staffed, whichever comes first.

Cheranne Barker
Signature of Property Owner/Applicant

May 24, 22
Date

24-0-68
Unit, Block, Lot

39331 Pacific Reach
Street Address

Once signed, please return the completed form to DCEM at PO Box 16, The Sea Ranch, CA 95497-0016, email to dcemadmin@tsra.org or drop it off at The Sea Ranch Association office. Once we have received this signed form, your submittal will be ready for processing. If we do not receive a signed form, your submittal will be returned unreviewed.

Unfortunately, all meetings and site visits with The Sea Ranch Design Committee and/or DCEM staff will be scheduled by appointment only.

Should you have any questions, please contact DCEM at (707) 785-2316 or via email to dcemadmin@tsra.org and we would be pleased to speak with you or your representative. Your patience and understanding are most appreciated.

Sincerely,

Lisa Dundee

Lisa Dundee, Executive Director
Department of Design, Compliance & Environmental Management

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JUN 9 2022

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