



HOME IMPROVEMENT APPLICATION  
(HIA)

Important: In order to comply with our CC&Rs, exterior changes to your property must be approved by the Association **before** starting work. Board decisions will be sent to you within 45 days after receipt of your application. Please plan your project schedule with this in mind.

General Conditions of Approval

1. Improvements shall comply with RCCA CC&Rs.
2. Improvements shall comply with RCCA Rules and Regulations, including the Architectural Guidelines approved by the Board of Directors.
3. Construction shall comply with applicable laws, ordinances, codes and regulations within the County and City of Sacramento. Owners shall obtain all necessary approvals and permits.
4. Construction waste or excavation material shall be disposed of properly.
5. The Board has the option to contact surrounding neighbors regarding this project.
6. A copy of the Architectural Guidelines can be obtained at: [www.RiverCityCommons.com](http://www.RiverCityCommons.com) or via the OMNI Portal.
7. Upon receipt of approval, the work must begin within 90 days and take no more than one (1) year to complete.

OWNER NAME: \_\_\_\_\_

DATE OF APPLICATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

Approximate length of project (in months): \_\_\_\_\_

Is this a shared property line fence replacement? yes \_\_\_\_ no \_\_\_\_

If yes, please include addresses, contact information, printed names and signatures of all member-owners of the shared property line fence. The ARC will contact all parties before reviewing the application.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





**River City Commons Association  
Architectural Notice of Completion  
Final Inspection Report**

Applicant Signature: \_\_\_\_\_

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

Phone: \_\_\_\_\_

Starting Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Description of Improvements:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Note: PLEASE **DO NOT** RETURN *THIS FORM* WITH YOUR HOME IMPROVEMENT APPLICATION. **RETURN THIS FORM ONCE THE WORK IS COMPLETED.**

This completed form should be returned to OMNI [custserv@omnicommunities.com](mailto:custserv@omnicommunities.com) or by mail to the address below within 30 days of the completion date of the work for the final inspection.

**River City Commons Association  
c/o OMNI Community Management, LLC APMC  
9807 Fair Oaks Blvd  
Fair Oaks, CA 95628**

**Final Inspection Report**

Date Inspected: \_\_\_\_\_

Inspected By (Signature): \_\_\_\_\_

Approved:     Yes     No

Comments: \_\_\_\_\_  
\_\_\_\_\_

**(This page submitted separately upon completion of work)**