

San Ignacio Vistas, Inc. Homeowners Association

PO BOX 1150
GREEN VALLEY, AZ 85614

ARCHITECTURAL REVIEW SUBMITTAL FORM SUBMIT IN DUPLICATE

1. Homeowner Name: _____ Date _____

Address: _____ Lot # _____

Please provide the following if need to contact you for additional information/clarification:

Home Phone: _____ (Other) _____ Email: _____

2.. Description of proposed work: _____

Date work is to begin: _____ Estimated completion: _____

A copy of an approved building permit from Pima County must be submitted to the AC prior to the start of any construction or reconstruction of the subject property.

Note: Current state law provides that if your project has a total cost (labor and materials) in excess of \$750 you should use a licensed contractor otherwise the homeowner assumes all liability for the project.

If Contractor is being used complete Section 3, otherwise skip to Section 4

3. Contractor Name: _____

Address: _____

Phone: _____ License Number: _____

4. Type of materials to be used: _____

5. Color(s) to be used: _____

6. Other information: _____

SECTIONS FROM CC&Rs FOR YOUR CONVENIENCE: (Procedures for Approval)

Prior to the construction of any Improvement upon a Lot the Owner must obtain the written approval of the Architectural Committee which approval may be given is the sole discretion of the Architectural Committee. The Owner must submit to the Architectural Committee two complete sets of plans and specifications ("Plans") as provided in Section 11.5 of the CC&Rs, for the proposed Improvement. Approval of the Plans will be evidenced by the written endorsement of the Architectural Committee on the Plans. One set of the endorsed Plans will be returned to the Owner prior to the beginning of any construction or alteration and one set of Plans will be retained by the Architectural Committee. No changes or deviations from the Plans, insofar as the exterior of the proposed Improvements are concerned, may be made without the written approval of the Architectural Committee. After construction or other alteration is completed, no further change, including any change in the exterior color, may be made without the written permission of the Architectural Committee.

Minimum Criteria for Plans

All Plans must meet the following minimum criteria and such further criteria as the Board may from time to time promulgate:

- A. Plans for Improvements other than landscaping must include the following: a) a full description of the work to be performed, including the type of finish (stucco, brick, wood, etc.), exterior color and any other appropriate detail; b) an architectural drawing or equivalent with dimensions (height, width, length); c) location on the Lot; and d) name, address, and telephone number of the Owner.
- B. Except for removal of and like kind replacement of dead or dying vegetation, Plans for landscaping must include the following: a) a full description of the proposed landscaping changes; (b) the types of vegetation and locations of proposed additions; and (c) name, address, and telephone number of the Owner;
- C. The Plans must be in accordance with the provisions of the Governing Documents and may not involve material changes to the original Dwelling Unit, without specific written waiver of this subsection in the sole discretion of the Architectural Committee;
- D. The Plans must be in sufficient detail to permit the Architectural Committee to make its determination;
- E. The Plans must be complete and ready for submittal to obtain a building permit, if required, from Pima County or other governmental entity; and
- F. Plans must show that only first-class materials and workmanship will be used.

The Architectural Committee will review and must either approve or disapprove said Plans within 60 days from receipt. Any Plans not approved or disapproved within that time period will be deemed approved.

Expiration of Approval

Commencement of any Improvement, the Plans for which have been approved, or deemed approved, by the Architectural Committee must occur within 6 months of the date of such approval, or the approval will expire and the Plans for such Improvement must be resubmitted to the Architectural Committee for its subsequent approval.

HOMEOWNER SIGNATURE _____ DATE SUBMITTED: _____

<p>FOR ARCHITECTURAL COMMITTEE USE: If Applicable: Meeting Date: _____</p> <p>Response Sent to Homeowner: _____</p> <p>Action taken: _____</p> <p>_____</p> <p>_____</p>
