

ARC Project Approval Request - Cover Form

Sierra Montaña Homeowners' Association

Document Number:	SMHOA-014
Effective Date:	01/01/2015
Version Number:	1.0

Section 1:

Owner (Applicant): _____

Street Address: _____

Zip: _____

Email: _____

Phone (Home): _____

Phone (Work) _____

Phone (Mobile): _____

Contractor
(if applicable) _____

Phone: _____

Is this request in response to a violation letter from the HOA? Yes No

Section 2:

Nature of Request (check appropriate box AND download the appropriate Project Information Form):

- | | |
|--|---|
| <input type="checkbox"/> Awnings | <input type="checkbox"/> Pools, Spas, their fencing and equipment |
| <input type="checkbox"/> Barbecues, Firepits, Fireplaces and Kivas | <input type="checkbox"/> Remodeling/Additions |
| <input type="checkbox"/> Decorative Items Requiring Approval | <input type="checkbox"/> Roof and Roof Structures |
| <input type="checkbox"/> Doors: Security, exterior, garage, gates | <input type="checkbox"/> Satellite Dishes/ Antennas |
| <input type="checkbox"/> Exterior Paint * | <input type="checkbox"/> Signs |
| <input type="checkbox"/> Fence/Wall: add/change/ expansion | <input type="checkbox"/> Solar: Roof or other mounting * |
| <input type="checkbox"/> Gazebo, Pergolas & other structures | <input type="checkbox"/> Sports/Play Equipment |
| <input type="checkbox"/> Hardscape: Driveway and walkway * | <input type="checkbox"/> Storage Sheds |
| <input type="checkbox"/> Landscaping: planting and/or edging | <input type="checkbox"/> Water features |
| <input type="checkbox"/> Lighting: Exterior fixtures and location | <input type="checkbox"/> Other _____ |

* Requires additional Project Information Form to be attached.

Section 3:

Please make sure you have attached/include the following information:

- A completed Submission Form (including signature)
- The supporting Project Information Form for your particular type of request (as listed in Section 2)
- All attachments and supporting items required in the supporting FORM.

Please mail to:

Sierra Montana Homeowners Association
c/o: Planned Development Services
14100 N. 83rd Ave., Ste. 200
Peoria, AZ 85381
or Fax to: (623) 298-5989

OFFICE USE

Date Received: _____

Approved

Not Approved

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Owner Acknowledgements:

I understand that...

1. The project must comply with Sierra Montaña Rules and Guidelines, dated January 1, 2015.
2. The submittal must include the entire appropriate Project Information Form(s) specific to the Home modification project you want to have approved. For a list of the forms, see Section 1 on page 1 of this Submission Form.
3. Owner must secure appropriate local and/or city permits that may be required for your project.
4. All documents submitted will be reviewed by the Architectural Review Committee (ARC) for compliance with the Association Rules and Guidelines, dated January 1, 2015. All requests will be approved, returned to the homeowner for additional information or denied within 60 days.
5. The approval by the ARC does not guarantee that the submission meets all governmental codes or ordinances, or that the service or product is fit for its proposed purpose. Furthermore, neither the Association nor the ARC make any representations regarding any company used by the submitting homeowner to provide any service or product (or the service or product itself). The submitting homeowner accepts all risk involved in this submission and released the Association, its Officers, Directors, Employees, and Agents including all members of the ARC from any and all liability associated with the above submission.
6. SUBMITALS THAT ARE INCOMPLETE OR IN CONFLICT WITH ASSOCIATION RULES & GUIDELINES WILL BE DENIED.
7. Denied projects may be resubmitted after being modified to comply with existing CC&R's and Design Guidelines.
8. That no work on this request shall commence until I have received approval of the ARC.
9. If I have commenced or completed any construction or alterations to the subject property and any part of this application is disapproved, I may be required to return the subject property to its original condition at MY OWN EXPENSE. If I refuse to do so, and the HOA incurs any legal fees related to my construction and/or application, I will reimburse the HOA for all such legal expenses incurred.
10. I certify that the attached information is an accurate representation of the proposed improvements and that the work will conform to the applicable codes, covenants, and standards. I also certify that the improvements will be completed in accordance with the approved application. I understand that construction is not to begin until approval has been received from the Architectural Review Committee. The ARC has permission to make inspections of the work as they deem necessary.

I certify that the attached information is an accurate representation of the proposed improvements and that the work will conform to the applicable codes, covenants, and standards. I also certify that the improvements will be completed in accordance with the approved application. I understand that construction is not to begin until approval has been received from the Architectural Review Committee. The ARC has permission to make inspections of the work as they deem necessary.

<i>Signature of Homeowner</i>	<i>Date</i>
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