

Aldea Del Rey Homeowners Association DESIGN MODIFICATION REQUEST

Date: _____

Revised 2/1/2020

Owner:	Home Phone	Other Phone
Email:		
Address:		Lot #

Description of modification: (Attach additional sheets as needed for blueprints, sketches, specifications, [illustrations, colors and type of material.]

Licensed contractor's name, address and phone number:

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Materials:

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Colors (samples required): _____

Dimensions of structure (width, height, length, etc): _____

Please provide complete details of the intended modification and any other information requested. An accurate drawing must be attached using your lot dimensions showing the exact location of the proposed structure, include all colors to be used in the project. For room additions or anything that must tie into the roofline, an elevation of the proposed structure must also be attached. Design Review requests will be reviewed as soon as possible. Estimated completion date: _____

****Please obtain the signatures of your affected neighbors. Your neighbors' recommendations are heavily considered however the ACC committee is not bound by those recommendations**

Neighbor Signature _____	Lot _____	For _____	Against _____
Neighbor Signature _____	Lot _____	For _____	Against _____
Neighbor Signature _____	Lot _____	For _____	Against _____

For Committee Use Only:

Date:	Approved <input type="checkbox"/>	Denied <input type="checkbox"/>	BY:
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Contingencies that apply for approval:

Reason for denial:

Aldea Del Rey Homeowners Association
DESIGN MODIFICATION REQUEST

Prior to review by the ARC Committee, please sign below to verify the following:

1. It is understood and agreed:

- a. The original application and attachments shall be retained by the association.
- b. The Design Review Committee has 45 days in which to respond to this request. No verbal approvals/disapprovals will be given. All decisions will be in writing and will be mailed to the person who submitted the plans via US Mail and email if an email address is provided. If the ARC requires additional time to review the plans, it will provide notice to the Owner of the Lot. The notice will state that the plans have been rejected, but that they may be approved within the additional time needed to conduct a full review.
- c. **No work on this request shall commence until the owner has received written approval by the committee.**
- d. The owner is to comply with all applicable city, county and state codes and to obtain all necessary permits.
- e. Review and approval or disapproval will include, but is not limited to, consideration of the materials being used, the quality of workmanship, colors and consistency with the external design and color of existing structures on the lot, as well as the impact on neighboring lots. The location of the improvement must also take into consideration the building permit issued and the setback requirements, topography, drainage and finished grade elevation.
- f. 1. Neither the ARC, nor the Board of Directors, nor the Declarant is liable, in any way for the approval or disapproval of any plans, specifications, or improvements. The approval of the plans does not mean that the ARC, Board or Declarant has evaluated the structural soundness of the improvement nor its effect upon existing or future drainage. The review and approval of the plans is for aesthetic purposes only.
- g. Construction must be started within 90 days of the ARC's approval of the application or the ARC's approval is deemed as withdrawn and plans must be resubmitted in accordance with the Design Guideline Rules.
- h. Once started, construction shall be pursued diligently to assure prompt completion thereof. Absent a different deadline for completion of construction (which may be shorter or longer, in the ARC's discretion), such construction shall be completed within six (6) months of the date of the ARC's approval of plans.
- i. Any appeal of the ARC's decision must be submitted in writing, within 30 days of the mailing date of the ARC's decision to: **Aldea Del Rey Homeowners Association, C/o Expert HOA Managers, 8880 E Speedway Blvd #302, Tucson, AZ 85710**

Owners Signature _____

Date _____

Mail or Email to:

Aldea Del Rey Homeowners Association
C/o Expert HOA Management
8880 E Speedway Blvd, Suite #302
Tucson, AZ
Phone: 520-829-7120 ***Fax: 520-829-7122***
Email: paul@experthoa.com

Community Manager: Paul Greedy, CAAM