

SONORAN DESERT WILLOW ESTATES HOMEOWNERS ASSOCIATION

Platinum Management, Inc.
P.O. Box 14198, Tucson, AZ 85732 (P) 520-623-2324 (F) 520-722-5039

ARCHITECTURAL/LANDSCAPE/EXTERIOR MODIFICATION REVIEW SUBMITTAL FORM

Prior to the commencement of construction or installation, all plans and supplemental information required must be submitted to management. Following the guidelines does not eliminate the need for submission of plans unless specifically noted. You may mail, fax, or email your submission to Serena Stephens at s.stephens@platinumonline.org.

Upon receipt of a **complete** package, PMI shall submit it to the Architectural Control Committee (ACC) where it will then be reviewed. The committee shall have up to 30 days after the complete submittal of plans is received to approve or disapprove. In the event that the ACC fails to provide a decision on such submission within said 30 days, the request shall be deemed denied. All decisions will be issued to the homeowner in writing via regular U.S. mail. No verbal approvals/disapprovals will be given.

REQUIRED DRAWINGS, MEASUREMENTS, AND LAYOUT

An accurate drawing must be attached, using your lot dimensions, showing the exact location of the proposed structure with setbacks from wall(s), height and dimensions of structure(s). For patio additions or anything that must tie into the roof line, an elevation (finished exterior appearance) of the proposed structure must also be attached. Homeowner is responsible for researching and obtaining applicable jurisdictional permits.

DATE _____

1) Owner's Name _____ Lot Number _____

2) Address _____

3) Telephone Number _____ Email Address _____

4) Description of work to be done: _____

5) Type of materials to be used: _____

6) Color(s) to be used: _____

7) Contractor Name, Address, and Phone (if applicable): _____

_____ License/R.O.C. Number: _____

8) Other Information: _____

---OFFICE USE---

COMMITTEE ACTION TAKEN: _____
