

**HILLCREST HOMEOWNERS ASSOCIATION
ARCHITECTURAL COMMITTEE SUBMITTAL FORM**

As per Article 3.2 Improvements and Alterations, Section (G) or the CC&R'S. Effective November 21st, 1996 the following fee schedule is in effect for Architectural Committee review for approval of any construction, alteration, addition, repair, change or other work pursuant to Article 3.2 or the CC&R'S, by Hillcrest Ranch Homeowners Association. First submission of an item for review, there is no charge. Second submission of the same item for review, there is a \$25.00 fee. Please complete all items on this form. If it is returned for more information, the \$25.00 fee must accompany the resubmitted form.

As per Article 5.10 Architectural Committee of the CC&R'S; "The decision of the Architectural Committee shall be final on all matters submitted to it."

Please read your CC&R'S, Architectural Guidelines, and City Codes before submitting anything to the Architectural Committee for approval. The Architectural Committee will not approve any improvement and/or alteration that does not comply with the CC&R'S, Architectural Guidelines, and City Codes.

Date: _____

1. Owner's Name: _____

Lot Number: _____

Property Address: _____

Phone Number:_(_____)_____

2. Contractor's Name: _____

Address: _____

Phone Number:_(_____)_____

License Number: _____

Bonding Company Name & Address: _____

Phone Number:_(_____)_____ Bond Number _____

3. Description of work to be done: _____

4. Types of materials to be used: _____

5. Color (s) to be used: _____

6. How does your project plan comply with the CC&R'S, Architectural Guidelines, and City Codes?

7. **For alterations and additions, please submit the builder's options with the Architectural Guidelines for your specific subdivision.**

Attach an accurate drawing of your project showing exact measurements and the exact location and dimensions on your lot of the proposed improvements. Any addition to the home itself must have an elevation (side view) of the home showing the proposed addition to the home. Architectural Requests may take up to six weeks. Questions should be directed to Maria Sabir at Planned Development Services at (623) 877-1396 x 155. If additional information is requested, a \$25.00 fee will be charged.

Mail or Fax to: Attention
Maria Sabir, AMS
Planned Development Services
Post Office Box 2590
Litchfield Park AZ 85340-2590

FAX: 623-583-3481

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Committee Use Only:
Date Received: _____ **Approved:** _____ **Denied:** _____ **More Info:** _____