

# WINDSOR SHADOWS OWNERS ASSOCIATION APPLICATION FOR DESIGN REVIEW

All applications for structural changes to the exterior of your residence must be submitted to the Windsor Shadows Owners Association's Architectural Design Review Committee/Board of Directors. The Windsor Shadows Owners Association's Covenants, Conditions and Restrictions (CC&Rs) require that a homeowner obtain the prior written approval for any structural change, alteration or addition to property within the Windsor Shadows Owners Association. See Section 4.20 of the CC&R's.

Please note that approved applications must be completed in a timely manner. A project completion date is required on the Application. If additional time is required for you to finish your project, an extension request is listed on the second page of these forms.

**To comply with the CC&Rs, please submit this application with all the required attachments to:**

Windsor Shadows Owners Association  
c/o Vision Community Management  
16625 S Desert Foothills Pkwy • Phoenix, AZ 85048  
Phone: (480) 759-4945 • Fax: (480) 759-8683  
Email: WindsorShadows@WeAreVision.com • Website: www.wearevision.com

The time period for approval begins when this application is received by the Committee. The Committee may take up to (30) days to approve, approve with conditions, or disapprove the application. If you have not received any form of communication from the Committee or the Association after (30) days, please contact Vision Community Management for a status update.

Homeowner's Name: \_\_\_\_\_

Homeowner's Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Lot #: \_\_\_\_\_

Property Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

The undersigned hereby submits its Application for Design Review to the Architectural Committee or the Board of Directors of Windsor Shadows Owners Association for review and approval of the following item(s):

Painting of residence                       Outer building                       Walls/fences

Installation of Landscaping                       Revamping of landscaping

Addition of: \_\_\_\_\_ to/on the residence (building)

Addition of: \_\_\_\_\_ to/on the lot (property/land)

Installation of a pool/spa

Other (please specify): \_\_\_\_\_

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Attached please find plans and/or specifications of the above marked items for application, which includes (if appropriate):

- \_\_\_\_\_ Dimensions (height, width, length)
- \_\_\_\_\_ Drawings
- \_\_\_\_\_ Samples or descriptions of materials to be used
- \_\_\_\_\_ Photographs or sample elevations for a visual picture of the proposed project
- \_\_\_\_\_ Person doing installation/work: \_\_\_\_\_
- \_\_\_\_\_ Sample of color(s) to be used
- \_\_\_\_\_ Plant type and location
- \_\_\_\_\_ Type of material

Licensed contractor: \_\_\_ Yes \_\_\_ No      Expected completion date: \_\_\_\_\_

Please notify me at \_\_\_\_\_ if you have any questions. I understand that should the application not be complete in order to determine approval or disapproval, the Architectural Committee or Board will disapprove the Application and return it to me with a statement for the disapproval. The owner agrees to comply with all applicable City, County, and State laws and to obtain all necessary permits. This application and the drawing will be retained for the Association's records.

COMPLETION DATE EXTENSIONS are available if required. If this application is requesting an extension what is that date: \_\_\_\_\_

Homeowner's Signature \_\_\_\_\_ Date: \_\_\_\_\_

**FOR ASSOCIATION USE ONLY**

**Windsor Shadows Owners Association Architectural Committee or Board of Directors**

- \_\_\_\_\_ Approves the above application
- \_\_\_\_\_ Approves the above application with the following conditions: \_\_\_\_\_

- \_\_\_\_\_ Disapproves the above application for the following reason(s): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Date Received	Mailed to Committee	Received from Committee	Mailed to Homeowner
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