

# BILTMORE GARDENS HOMEOWNERS ASSOCIATION APPLICATION FOR DESIGN REVIEW

All applications for structural changes to the exterior of your residence must be submitted to the Biltmore Gardens Homeowners Association's Architectural Design Review Committee and the Board of Directors. Biltmore Gardens Homeowners 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 the external design and location to surrounding structures and topography of property within the Biltmore Gardens Homeowners Association. See Article 18 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:**

Biltmore Gardens Homeowners Association  
c/o Vision Community Management  
16625 S Desert Foothills Pkwy • Phoenix, AZ 85048  
Phone: (480) 759-4945 • Fax: (480) 759-8683  
Email: [biltmoregardens@WeAreVision.com](mailto:biltmoregardens@WeAreVision.com) • Website: [www.wearevision.com](http://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 call the Community Manager for a status update.

Homeowner's Name:

Homeowner's Mailing Address:

City: State: AZ Zip: 85016 Lot #:

Property Address:

Phone: Email:

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

- Walls/fences
- Installation of Landscaping
- Revamping of landscaping to/on the residence (building)
- Addition of: to/on the lot (property/land)
- Addition of:
- Other (please specify):

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: \_\_\_\_\_

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**FOR ASSOCIATION USE ONLY**

**Biltmore Gardens Homeowners Association Architectural Committee or Board of Directors**

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

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

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

Date Received	Mailed to Committee	Received from Committee	Mailed to Homeowner