CIRCLE G AT HIGHLANDS WEST HOMEOWNERS ASSOCIATION APPLICATION FOR DESIGN REVIEW

All applications for changes to the exterior of your residence must be submitted to the Circle G at Highlands West Homeowners Association's Architectural Design Review Committee/Board of Directors. The Circle G at Highlands West 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 property within the Circle G at Highlands West Homeowners Association. See Article 4 of the CC&R's. **Please see attached Design Guidelines for fee deposits.**

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:

Circle G at Highlands West Homeowners Association c/o Vision Community Management 16625 S Desert Foothills Pkwy • Phoenix, AZ 85048 Phone: (480) 759-4945 • Fax: (480) 759-8683 Email: CircleGAtHW@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 call the Community Manager for a status update.

Homeowner's Name:			
Homeowner's Mailing Address:			
City:	State:	Zip:	Lot #:
Property Address:			
The undersigned hereby submits its a the Board of Directors of Circle G approval of the following item(s):		-	
New Home Build (Review fee payr	ment required at the	time of submittal p	er Design Review Guidelines)
Painting of residence		Outer building	Walls/fences
Installation of Landscaping		Revamping of lan	dscaping
Addition of:		to	o/on the residence (building)
Addition of:		to	o/on the lot (property/land)
Installation of a pool/spa			
Other (please specify):			

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

Dir	mensions (height, width, length)	Sample of color(s) to be used
Dra	awings	Plant type and location
Sa	mples or descriptions of materials to be used	Type of material
Ph	otographs or sample elevations for a visual pict	ture of the proposed project
Pe	erson doing installation/work:	
Licens	ed contractor: Yes No	
Expec	ted completion date:	_
applicat Board v agrees applicat	tion not be complete in order to determine a will disapprove the Application and return it to to comply with all applicable City, County, an tion and the drawing will be retained for the Ass	
COMPL	_ETION DATE EXTENSIONS are available if	required If this application is requesting an extension
	that date:	required. In this application is requesting an extension
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Date Received	Mailed to Committee	Received from Committee	Mailed to Homeowner

If both architectural and landscaping plans are submitted together, a fee of \$2,500 will be required. This money will be used as follows:

- \$300 will be paid to an architect selected by the Board for review and comment.
- \$200 will be paid to a landscape architect for review and comment on the landscaping plan.
- \$2,000 will be held in reserve to be refunded to the member when construction is complete. At
 this time, the Committee shall review construction with the member. If the submitted plans were
 followed during construction, \$1,700 will be refunded minus any violations which will be
 deducted prior to refund. The date on which the refund is sent to the owner will be the date upon
 which the Board will begin to track landscape compliance.
- \$300 will be held in reserve to be refunded to the member when landscaping is completed in accordance with the plan submitted. The \$300 will be refunded at completion of landscape compliance minus any violations which will be deducted prior to refund.

If the architectural plans are submitted without landscape plans, the submittal fee will be \$2,000 to be used as described above. However, at the time that the landscape plans are submitted, a \$500 fee will be required. The same \$200 will be given to the landscape architect as previously described, and \$300 will be held in reserve to be refunded when the landscaping is completed per plan minus any violations which will be deducted prior to refund.