



**Sun Lakes Homeowners Association 1  
Permit for Exterior Additions/ Changes**

TO: Architectural Committee  
25601S. Sun Lakes Boulevard  
Sun Lakes, Arizona 85248 (480) 895-9270

DATE: \_\_\_\_\_

FROM: Owner's Name \_\_\_\_\_

Address \_\_\_\_\_

Phone No. \_\_\_\_\_ UNIT \_\_\_\_ LOT \_\_\_\_

Description of the requested change to the exterior of my property: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

HOUSE COLOR \_\_\_\_\_ TRIM COLOR \_\_\_\_\_ ACCENT COLOR \_\_\_\_\_  
(DOORS, SHUTTERS)

**ATTACHMENTS AND INFORMATION REQUIRED**

1. PLOT PLAN SHOWING SETBACKS FROM PROPERTY LINE. (20' FRONT, 25' REAR, S' SIDE)
2. ELEVATION DRAWING FROM ALL SIDES.
3. SPECIFICATIONS OF MATERIALS (stucco, wood, aluminum, etc.)
4. CURRENT SUN LAKES PAINT CHIPS MUST BE ATTACHED FOR APPROVAL
5. It is the homeowner's responsibility to determine the property line and if the additional concrete or pavers allow for the proper water runoff.

**THE OWNER'S SIGNATURE ON THIS APPLICATION CONSTITUTES AN ACKNOWLEDGEMENT THAT ALL INFORMATION PROVIDED AND REPRESENTATIONS MADE ARE TRUE AND ACCURATE AND THE OWNER ACCEPTS FULL RESPONSIBILITY FOR ANY ERRORS OR INACCURACIES.**

As the owner of the property, I have read the Declaration of Restrictions (CC&Rs) and the Architectural Committee (AC) rules for additional modifications to the original property, and I agree to comply with them. Approval by the Architectural Committee does not supersede the requirements established by the CC&Rs and the Association's Architectural Rules. Please Review the Guidelines on Page 2 Prior to Signing.

Posted \_\_\_\_\_

OWNER'S SIGNATURE \_\_\_\_\_

**MAY BE STARTED UNTIL THIS PERMIT IS APPROVED. ANY DEVIATION OF WORK FROM THIS APPROVAL AUTOMATICALLY REVOKES THIS PERMIT. THE PERMIT EXPIRES 60 DAYS FROM THE DATE OF APPROVAL**

<p>Approved / Disapproved Stamp Below</p>
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**Submittal of this permit does not constitute approval.** Work shall not commence until the SLHOA1 Architectural Committee has reviewed your submittal and you have obtained approval from the committee. In addition, your project may require a permit from Maricopa County and as such, it is your responsibility to obtain these permits. Any approval from SLHOA1 is contingent on you obtaining proper permits from Maricopa County.

#### SUBMITTAL GUIDELINES

- 1) Please refer to the Sun Lakes Homeowners Association #1 revised Architectural Rules dated July 6, 2021, found on the website. Contractors **may not** submit permits without the homeowner's signature. **A homeowner must be a Member in Good Standing to receive approval.** As part of the review and approval process, members of the Architectural Committee may do a drive-by of your property and contact you, if need be, for additional information.
- 2) Please make sure that you, the homeowner, have enclosed all required information and have completed the form in its entirety. If you do not, your request could be delayed. Refer to the "Attachments and Information required" section on the front of the form. If painting, a current Sun Lakes paint chip or chips must be attached. If installing an awning, a color sample must be attached.
- 3) Homeowners are solely responsible for researching and obtaining any necessary Maricopa County permits.
- 4) Homeowners choosing to use a non-licensed contractor assume all responsibility for any damage done or clean-up required on neighboring properties.
- 5) Worksite **must be** kept as neat and orderly as possible, and all construction debris should be removed as work progresses. Construction debris may not infringe on neighboring properties.
- 6) See the Architectural Committee meeting schedule posted on the Architectural bulletin board in the clubhouse and the Sun Lakes Country Club website community calendar.

***All Architectural Review Applications are accepted Monday - Friday., 8:00 am - 4:00 pm., Saturday 8:00 am - 2 pm at the Community Services Office (closed Sundays). For your permit to be reviewed every other Wednesday, the The permit must be turned in by 2 pm by the previous Saturday before the meeting.***