



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

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

FROM: Owner's Name
Address
Phone No. UNIT LOT

Description of requested change to 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, 5' 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 owner of the property, I have read the Declaration of Restrictions (CC&R's) and the Architectural Committee (AC) rules for additional modifications to original property and I agree to comply with them. Approval by the Architectural Committee does not supersede the requirements established by the CC&R's and the Association's Architectural Rules. Please Review Guidelines on Page 2 Prior to Signing.

Posted OWNER'S SIGNATURE

NO WORK MAY BE STARTED UNTIL THIS PERMIT IS APPROVED. ANY DEVIATION OF WORK FROM THIS APPROVAL AUTOMATICALLY REVOKES THIS PERMIT. PERMIT EXPIRES 60 DAYS FROM DATE OF APPROVAL.

Approved / Disapproved Stamp Below

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 March 2024, 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 of the 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) Work site 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 Architectural Committee meeting schedule posted on the Architectural bulletin board in the clubhouse and the Sun Lakes Country Club website community calendar.

In an effort to streamline the submittal process and expedite your request all Architectural Review Applications are accepted at the Community Services office Monday – Friday, 8:00 am – 4:00 pm. Office is closed for lunch 12:00 – 1:00PM. Office is closed Saturday & Sunday. The Architectural Committee meets every other Wednesday. The Architectural request forms must be submitted to this office by the Friday before the next meeting.