

# SVE ARCHITECTURAL (ACC) CHANGE REQUEST FORM

Homeowners Name: \_\_\_\_\_ Date \_\_\_\_\_

Address: \_\_\_\_\_ Telephone # \_\_\_\_\_

*Estimated Completion Date* \_\_\_\_\_

**Request to paint exterior of home:**

Paint color selection must be from the SVE Approved Paint Colors (A paint book with approved colors is available for checking out from the HOA Office).

Will be painted same color(s) which are: Primary \_\_\_\_\_ Trim \_\_\_\_\_

Request paint color(s) be changed to: Primary \_\_\_\_\_ Trim \_\_\_\_\_

**Request to add or change an outside structure or landscaping:**

I will be adding or changing \_\_\_\_\_

Description of work: (staple all attachments to this form or use back of this form if needed) when applicable, all proposed changes must show dimensions as well as distances from affected lot lines.

A plot plan drawing and specifications as required must be attached with a complete description of the proposed change. If a City of Mesa building permit is required, it must be obtained **before** work can be started. In order to obtain a city of Mesa permit, you must have a letter of approval from the Architectural Control Committee (ACC). A copy of the building permit must be returned to the Sunland Village East Office for attachment to your Architectural Change Request Form (ACRF). Wall/fence request must meet the Mesa City Codes, SVE ACC Guidelines #34 and RCC&R 4.1.12. This ACRF and all supporting documents **will not** be returned they will become a permanent record in your homeowners file. Approval or disapproval will be mailed to you within thirty (30) days from the date of receipt by the office.

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***The ACC may visit your home after your request is submitted.  
PLEASE NOTIFY THE HOA OFFICE WHEN YOUR PROJECT IS COMPLETED. 380-0106***

My Homeowner signature, below constitutes that I have read and agree to comply with the ACC Guidelines, as they apply to this request. A copy of the ACC Guidelines is available in the Association Office or online at svehoa.com

**If this application is for any architectural change or improvement other than new construction and/or rebuilds of the main residential structure, I acknowledge and agree that the Association does not need to comply with A.R.S. Section 33-1817(4-7).**

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Signature of Homeowner \_\_\_\_\_

(ACC request form must be signed and submitted by the homeowner of record only) (Cannot be signed or submitted by a contractor or renter).

Approved/Disapproved By \_\_\_\_\_ Date \_\_\_\_\_

ACC Member Comments \_\_\_\_\_

**THIS CHANGE MUST BE STARTED WITHIN SIX (6) MONTHS OF THE APPROVAL DATE AND COMPLETED WITHIN ONE (1) YEAR.  
(Revised as of 1/12/2017 BOARD APPROVED**