



## Design Review Submittal Form

c/o Premier Community Management 3930 S. Alma School Road, Suite 10 Chandler, AZ 85248

Phone: (480) 704-2900 Fax: (480) 704-2905

www.foothillscommunityassoc.com

**The Design Review Committee will meet to review form submissions the 2<sup>nd</sup> Wednesday of each month.**

**This Design Review Form is due by 5:00 pm the 1st Wednesday of every month, for consideration in that month's meeting.**

The Covenants, Conditions and Restrictions (CC&Rs) require that an owner obtain the prior written approval of the Design Review Committee (DRC) for any exterior alteration or addition to property within the Foothills Community Association. To comply with the CC&Rs please complete the form below. Any omissions may cause unnecessary delays. This document and all supporting materials will be retained for the Foothills Community Association DRC's records.

Owners Name \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

Subdivision Name \_\_\_\_\_ Lot # \_\_\_\_\_ Phone \_\_\_\_\_

☐ Check to opt in to the Foothills Community Association email list to receive community announcements and newsletter.

Contractor \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ License # \_\_\_\_\_ Permit # \_\_\_\_\_

Description of work to be performed: ☐ New ☐ Re-Submittal

Time period in which work is to be completed: \_\_\_\_\_ Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

**Approvals are Valid for 90 Days and all work associated with the submittal must be completed within 120 Days from Approval Date.**

Materials to be used: \_\_\_\_\_

Color scheme: \_\_\_\_\_ Dimensions of Structure: \_\_\_\_\_

Additional information: \_\_\_\_\_

- ☐ DRAWINGS MUST BE TO SCALE - Please attach **two (2) copies** of drawings or blueprints of your submittal. Please indicate all materials, dimensions, colors and the exact location of the proposed work to be completed. Drawings or brochures of similar projects may also be submitted. Major construction projects must include elevation drawings.
- ☐ ALL SUBMITTALS MUST INCLUDE a before picture of your home. For paint and awning submittals please include the current color scheme if known.
- ☐ Please be advised the Committee may take up to **sixty (60) days** after receipt to forward a decision.

**I agree to: maintain all improvements, comply with all applicable City and State laws, obtain all required permits and wait to receive written approval from the Design Review Committee before starting any work.**

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

The DRC's review and approval is limited to the items described above. The fact that the information not specifically requested is shown on the plan does not mean that it is approved as part of the submittal. All requests will be reviewed individually. Mail completed form to the above address. The DRC's review and approval is limited to the items described above.

☐ Approved ☐ Not Approved ☐ Approved with Provisions ☐ Returned for more Information

**FOR DRC USE ONLY**

Provisions \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_