

THE VILLAS ON ELM HOMEOWNERS ASSOCIATION, INC.  
DESIGN REVIEW GUIDELINES

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*THE VILLAS ON ELM HOMEOWNERS ASSOCIATION, INC.*

Architectural Design Request for Approval form

The Covenants, Conditions, and Restrictions (CC&R's) require that an owner obtain the prior written approval of the Architectural Review Committee or its nominee(s) (the "Committee") for any exterior alteration or addition to property within The Villas on Elm.

To comply with the CC&R's, please complete the form below. Attach two detailed drawings or blueprints to the proposed alteration and/or addition. The drawings should specify dimensions, materials to be used and colors. This application and the drawings will be retained for the committee records.

HOMEOWNER INFORMATION

NAME: \_\_\_\_\_

LOT NO. \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE / BUSINESS: \_\_\_\_\_ PHONE / HOME: \_\_\_\_\_

Prior to committee review, the homeowner must sign to verify that:

1. His/Her Association fees are paid and current;
2. No fees and/or fines are owed to the Association and;
3. I understand and agree that **NO** work on this request shall commence until approval of the Committee has been received by me.

HOMEOWNER  
SIGNATURE: \_\_\_\_\_

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

**THE VILLAS ON ELM HOMEOWNERS ASSOCIATION, INC.  
DESIGN REVIEW GUIDELINES**

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*REQUEST*

Description of request – Provide full details of purpose and/or reason, type, color, size/dimensions of improvement and materials, and location utilizing this form. Use additional 8 ½" x 11" paper if necessary. **NOTE: TWO ACCURATE DRAWINGS MUST BE ATTACHED. TWO ACCURATE SITE PLANS MUST ALSO BE INCLUDED.**

**DESCRIPTION**

**OF ALTERATIONS:**

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**CONTRACTOR:**

**Address:**

**City/State/Zip:**

**Phone:**

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**MATERIAL(S)\*:**

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**COLOR(S)\*:**

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\*(include sample paint chips or materials if appropriate)

**DIMENSIONS:**

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**RETURN TO:**

**THE VILLAS ON ELM HOMEOWNERS ASSN., INC.  
C/o Kinney Management Services  
Post Office Box 25466  
Tempe, AZ 85285-5466  
For additional information call: (480) 820-3451  
1-800-678-9936**

The Committee's review and approval is limited to and only pertains 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.

THE VILLAS ON ELM HOMEOWNERS ASSOCIATION, INC.  
DESIGN REVIEW GUIDELINES

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COMMITTEE ACTION

The Committee has taken the following action on this application:

\_\_\_\_\_ **REJECTED:** Application does not meet the design guidelines for  
The Villas on Elm Homeowners Association, Inc.

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\_\_\_\_\_ **REVIEWED THE APPLICATION:** The following revision(s) and  
additional submission(s) are required to meet The Villas on Elm  
Homeowners Association, Inc.:

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\_\_\_\_\_ **REVIEWED AND CONDITIONALLY APPROVED** the Architectural  
Design Form with the following changes required:

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\_\_\_\_\_ **REVIEWED AND APPROVED.** The Architectural Design Form  
submitted as meeting the requirements of The Villas on Elm  
Homeowners Association, Inc. This approval is subject to all  
applicable county and state permits, codes and regulations.  
Compliance with said issues are the responsibility of the  
homeowner.

APPROVED BY: \_\_\_\_\_

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

THE VILLAS ON ELM HOMEOWNERS ASSOCIATION  
DESIGN REVIEW GUIDELINES

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CONTRACTOR:

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MATERIAL(S)\*:

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COLOR(S)\*:

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\*(include sample paint chips or materials if appropriate)

DIMENSIONS:

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