

# Sierra Villas North Homeowners Association

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## ARCHITECTURAL REVIEW COMMITTEE SUBMITTAL FORM

Post Office Box 95 ~ Sahuarita, Arizona 85629-0095  
Phone: 520-999-1725 ~ Email: [gabe@gncmanagement.net](mailto:gabe@gncmanagement.net)  
(Please Print Clearly)

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Address: \_\_\_\_\_ Lot: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Description of Proposed Work, including materials and colors:

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Attach an accurate drawing with your lot dimensions that shows the exact locations of the proposed improvements. If structure additions or anything tie into the roofline, attach an elevation of the proposed structure. I will assume the responsibility for any work under the above proposed improvement that I or my contractor accomplishes which may, in the future, adversely affect the Common area.

Contractors Names and Phones: \_\_\_\_\_

Estimated Start Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_ License #: \_\_\_\_\_

Acknowledgement of Property Owners who are adjacent or have a view of proposed work:

Name: _____	Lot #: _____	Date: _____
Name: _____	Lot #: _____	Date: _____
Name: _____	Lot #: _____	Date: _____
Name: _____	Lot #: _____	Date: _____

**Note to Other Property Owners: Your signature does not constitute an approval. It indicates only that you are aware of the applicant's intention. If you have concerns with the proposed work, please notify the ARC in writing (via Stratford Management) within five (5) days of the date of your signature for the Architectural Review Committee to consider the objection in the review.**

**Notice to Owners: Your proposed improvement may require a permit from the Pima County Building Department. You or your contractor should check with the Department about permit requirements. If a permit is required, a copy must be sent to the Committee or Board before work begins.**

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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For ARC Use Only:

Date Received: \_\_\_\_\_ Date Approved: \_\_\_\_\_ Date Disapproved: \_\_\_\_\_

Initials of ARC Members: \_\_\_\_\_

Conditions of Approval or Reasons for Disapproval:

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**Please be advised that the ARC has 45 days to review and approve/disapprove this submittal.**