

ARCHITECTURAL CHANGE REQUEST APPLICATION (LANDSCAPE)

c/o Arizona Community Management Services, LLC
15300 N. 90th Street, Suite 800
Scottsdale, AZ 85260
p: 480.355.1190
www.mymontevista.com

Name: _____ Date: _____

Address: _____

Phone: _____ Lot #: _____

CHECK ONE: NON-VIEW LOT FULL VIEW LOT PARTIAL VIEW LOT

PLEASE NOTE: Please provide a description of the request in detail; use additional pages as necessary. Please provide drawings, types of materials to be used, color(s), dimensions of improvement and location on lot. Two sets of plans should be submitted. Plans must include a statement that the design is in compliance with the design guidelines.

Submit to: **Montevista Community Association**
Email: ARC@azcms.com
Address: 15300 N. 90th Street, Suite 800, Scottsdale, AZ 85260

Work to be performed by: _____ Phone: _____

Estimated completion date: _____

The homeowner agrees to maintain the improvement if the Montevista Design Review Committee (MDRC) grants approval. The homeowner further agrees to comply with all city, county, federal, and state laws and to obtain all necessary permits. It is the right of the MDRC to inspect completed work.

Homeowner Signature _____ Date _____

[This is to be completed by the reviewer]

The request as submitted above is:

[] Approved [] Disapproved/Incomplete (resubmit two copies of revised plans)

Signature – Montevista Design Review Committee _____ Date _____

The following checklist is intended to serve as a guide for Landscape Submission for Montevista Community Association review. This worksheet must be completed and submitted with a \$300.00 review fee upon first review. Incomplete worksheets will not be reviewed.

COLUMNS BELOW FOR MDRC USE | THIS COLUMN TO BE COMPLETED BY APPLICANT

Approved	Incomplete	
		Front yard landscapable area* = Square Feet
		Front yard turf area = Square Feet
		(1) 24" box tree per 1,000 square feet of landscape area (minimum of one 24" box tree per front yard)
		(1) 15-gallon tree per 500 square feet of landscape area (this is in addition to the minimum quantity of 24" box trees.)
		(5) five-gallon shrubs or cacti per 500 square feet of landscapable area*
		(8) one gallon ground covers per 500 square feet of landscapable area*
		Grading plans or notes
		Hardscape upgrades/lighting
		Rear yard landscapable Area = Square Feet
		Total number of plants provided =
		Rear yard turf area =

**Landscapable area is defined as all areas that are not hardscape, sidewalk, driveways, etc. When turf is proposed, owner may subtract the dimensions of the turf from the total landscapable area. In addition, they may adjust the required plant count accordingly to the new net measurement. Tree count may not be adjusted. Plant counts may be reduced in the event that the turf is used. Simply reduce the landscapable area by the turf square footage to obtain the net minimum plant requirements. Tree count may not be reduced even when turf is installed.*

COLUMNS BELOW FOR MDRC USE | HOMEOWNER MAY USE AS A CHECKLIST

Approved	Incomplete	
		Base Information Complete Scale, property line, floor plan, adjacent condition, building envelope
		Hardscape (Non-Builder) Dimension, detail, finishes, elevation
		Grading (Shaping) Plan Flow lines, contours, spot elevation, native
		Planting Plan Layout, top dressing, plant legend
		Irrigation Plan Point of connection, controller, backflow, valves, labels