

**ARCHITECTURAL CHANGE REQUEST APPLICATION
(SWIMMING POOLS, SPAS, HOT TUBS, AND WATER FEATURES)**

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 is a list of design guidelines, which must be adhered to when installing a swimming pool, spa, hot tub, or water feature. These items are not allowed in any front yard. Please provide these guidelines to your contractor to help ensure compliance with the Montevista Community Association Design Guidelines.

Please check each box below to indicate compliance:

- Swimming pools and spas shall be located minimum of three feet from any fence/wall and five feet from any retaining wall. All fences must conform to current City code.
- Above ground spas are prohibited in rear yard view lots.
- Entry for pool or spa construction will not be granted across a common area through the Association's walls.
- Pool/spa equipment, where visible from neighboring property or common area must be screened by a block wall, finished and painted to match the adjacent wall.
- Swimming pool slides **LESS** than six (6) feet in height must be located at least five (5) feet from the property line and fifteen (15) feet from any view fence.
- Swimming pool slides **GREATER** than six (6) feet in height must be located at least fifteen (15) feet from the property line and fifteen (15) feet from any view fence.
- Swimming pool slides may **NOT** be greater than eight (8) feet.
- Above ground spas are permitted in yards with partial view fencing provided that the height of the spa does not exceed the height of the block/masonry portion of the partial view fence.
- Rock or water features **ASSOCIATED WITH** pools and spas may not be greater than six (6) feet in height, or no higher than the fence.
- Rock or water features **INTEGRATED WITH** a pool or spa must be setback a minimum of three (3) feet from any property line.
- Raised hardscapes (deck, patios, platforms, etc.) may not exceed twelve (12) inches in height.
- Backwash water must be retained on owner's lot. A backwash hole filled with rocks may be dug but must not drain off owner's property.
- Screening and fencing for safety and security must comply with the City of Phoenix Code Requirements. Chain link fences are prohibited.
- Safety/security fences on lots with view fences must be painted to match the color of the view fence pickets.
- Additional walls must match the color of the view fence wall. See screening guidelines for pool/spa equipment.
- Covered and enclosed pools and spas require MDRC approval. Design, materials, and colors must be consistent and compatible with the dwelling unit.

Homeowner Signature

Date

NOTE: THIS FORM MUST BE SIGNED BY THE HOMEOWNER AND SUBMITTED WITH THE APPLICATION BEFORE IT WILL BE REVIEWED!