

WOODLANDS VILLAGE ROA

DATE RECEIVED (office use)

PLAN REVIEW SUBMITTAL APPLICATION

ROOFING LANDSCAPING FENCING SHED INSTALLATION OTHER _____ (PLEASE CHECK ONE)

c/o Sterling Real Estate Management, 323 S. River Run Road, Ste. 1 Flagstaff, AZ 86001 928-773-0690

For **landscaping**, a completed application requires all of the following:

- Site plot plan showing locations of existing and new plantings, drainages, existing home and any decks, fences, sheds, hot tubs, play equipment etc., any retaining walls, patios, driveways, or paver surfaces on site with (a) setbacks clearly marked and (b) distances from site boundary of all structures and plantings.

For **fencing or shed installation** a completed application requires all of the following:

- Height/width/length measurements of fences, accessories, and structures with distances noted between existing and new installations (including home and driveways). **Shed placement must not encroach on required setbacks.**
- Sheds with more than 120 s.f. of roof area require a City of Flagstaff approved building permit.
- Final (actual) color samples of exterior surfaces of any accessory structures: roofing (shingle sample), all paint colors must be submitted for on the *Paint/Re-Paint Application*.

For **other submittals** please include a description of what you plan to do. Be sure to accompany your submittal with a photo of the area of your home/lot in its existing state.

DESCRIPTION OF WORK: _____

STAIN Fence Deck

Manufacturer: _____ Color: _____ Code: _____

Transparency: _____ Color Sample Attached

ROOF (All asphalt roofing must be architectural grade shingles, minimum 25 year. No 3 tab shingles.)

Manufacturer: _____ Color: _____ Material: _____ Sample attached

The plan and completed signed application (with required samples, if applicable) must be delivered to the Management Company to begin the review process. No construction work shall begin prior to the applicant's receipt of the Architectural Committee's formal written approval.

Site Address: _____ Lot# _____

Owner(s) _____

Owner's Mailing Address: _____

Email: _____ Phone: _____ Cell: _____

TERMS AND CONDITIONS:

The undersigned applicant: (a) attests that all the information included in this application is correct, (b) conforms to the terms and conditions of the WVROA CC&R's and Rules and Regulations, and (c) agrees that, if approved, no changes will occur during the course of construction without first obtaining formal written approval from WVROA. All contractors are expected to obtain necessary City of Flagstaff building permits and to keep their building area clean. All trash properly disposed of daily to prevent debris from blowing into neighboring areas. This will be strictly enforced. Please refer to the City of Flagstaff for construction debris container requirements and restrictions.

AGREED:

[Applicant's Signature]

[Date]

APPROVED AS SUBMITTED/AS NOTED

NOT APPROVED

Design Review Committee Review Stamp

COMMITTEE COMMENTS

See below

None