OWNER INFORMATION:

Name	
Address	
Subdivision	**Lot** **Phone**
E-mail	

PROJECT INFORMATION: (Please provide ALL requested information.)

1. ☐ Front Yard   ☐ Side Yard   ☐ Other (lake view, common area view)

2. Nature of Request (check one):

☐ Initial submission

☐ Review and consideration of exceptions to or deviations from the Association documents.

☐ Appeal to the Board of Directors of a "not approved" application.

3. Project Type (check one or more of the following):

☐ New install   ☐ Lighting – Solar/Electrical

☐ Artificial Turf (Requires additional application)   ☐ Shrubs

☐ Hardscape materials (benches, lawn art, etc.)   ☐ Trees

☐ Heading or curbing addition   ☐ Xeriscape

☐ Ground Cover (turf, decomposed granite)   ☐ Other _____

4. Detailed Description of Project: (Include any new obstructions to the current views of neighbors in description. Add a new page for additional space.)

5. Is this a zero lot line?   ☐ Yes   ☐ No

6. Checklist (Submit with application – per guidelines, all required information.)

☐ Completed signed application   ☐ Outline of the lot with all existing walkways, driveways,
☐ Dimensions of the lot boundaries and elevations   hard scape, etc.
☐ Easements, right-of-ways, setbacks   ☐ Plant schedule specifying botanical and common names
☐ Headers and borders with the material detailed ☐ Photograph of existing property
☐ Lighting plan   ☐ Photographs/Visual picture of proposed project
☐ Location and type of individual tree, shrub or ground cover   ☐ Wall locations and elevations with construction details
☐ Materials to be used including artificial rock and paver
   samples, brochures, etc.

7. Estimated Start Date: _____

   Estimated Completion Date: _____

8. Owner/Agent/Contractor/Representative Information:

Name	**E-mail/Phone**

OWNER AGREEMENT AND DISCLAIMER:

Property Owners must submit an application to the appropriate Architectural Committee for any changes proposed to be made to the exterior of the Property Owner's property that will be visible from the street, common areas or neighboring properties, including but not limited to any changes to or the construction of any structure, changes to landscaping and repainting (including repainting with the existing colors). No installation or commencement of any work is permitted until approval is obtained.

By signing this application, I acknowledge these requirements and also attest to the accuracy of the information submitted, including but not limited to owner information and project description(s), and that I am solely responsible for the accuracy of the information. I agree to comply with all applicable City of Scottsdale, Maricopa County and Arizona State laws, and to obtain all necessary permits. I understand this application will be retained for Association records. Based on the item for submittal, if any information is missing that is required per the McCormick Ranch Rules and Regulations Booklet, the application will be considered incomplete and will not be reviewed until a complete application is submitted.

I understand that if the proposed construction or modification is approved, I will be responsible for scheduling all work in a timely manner, for completing the work within the time frame requested and for complying with the approval issued. If the project is not started or completed within the approved time frame, an updated timetable must be submitted in writing to the Executive Director and approved in writing by the Executive Director.

I understand and acknowledge that no work may commence prior to approval and I will be liable for all costs necessary to bring any nonconforming work into compliance with the recorded documents of the Association and Board approved Rules and Regulations. I understand that I am solely responsible for the accuracy of all documentation submitted with this application. I understand that as part of this review process my neighbors may be contacted regarding this application, and shown the application and all required information submitted. Approval of this application by the appropriate Architectural Committee does not in any manner constitute approval or endorsement of the architectural and technical soundness of the proposed project, and the appropriate Architectural Committee, Board of Directors or Staff of the Association shall incur any liability with respect to any apparent or latent defects and errors in the plans, specification or construction of proposed project(s).

Property Owners denied approval under Article X of the recorded Declaration of Covenants, Conditions, Assessments, Charges, Servitudes, Liens, Reservation and Easements shall have the right to submit an appeal to the Executive Director in writing within thirty (30) from the date of denial. Appeals will be heard by the Association Board of Directors at the first regularly scheduled meeting following notification of appeal.

I certify that my assessments or Special Use Fees are paid in full and there are no other fees and/or fines owed to the association for unapproved modifications. If applicable, I certify that I have received permission from my HOA.

Signature		Date	

Please submit this application with all the required attachments to:

SANDS McCormick HOA   For Office Use Only:
Attn: Landscaping Review   Date Rec'd _____
8720 E. San Rafael Dr.   Date Responded _____
Scottsdale, AZ 85258   Date Final Inspection _____

****

Committee Decision:

☐ Approved   ☐ Approved as Noted   ☐ Not Approved (Denied)

Comments: _____

_____

_____

Reviewer Signature: _____

Review Date: _____

FOLLOWING APPROVAL BY SMTA,
FORWARD TO:

MRPOA
c/o Valerie Venable
9248 N. 94th St.
Scottsdale, AZ 85258

****

Committee Decision:

☐ Approved   ☐ Approved as Noted   ☐ Not Approved (Denied)

Comments: _____

_____

_____

Reviewer Signature: _____

Review Date: _____

UPON APPROVAL BY THE MRPOA, PLEASE SEND A COPY TO THE SMTA BOARD AT 8720 E. SAN RAFAEL DRIVE, SCOTTSDALE, AZ 85258.