

Cielito Lindo de Tubac Homeowners Association
 c/o Stellar Property Management, LLC, P.O. Box 18108, Tucson, AZ 85731

DESIGN MODIFICATION REQUEST

Date: _____

Owner:	Home phone:	Other phone:
Address:		Lot #:

Description of modification: (Attach additional sheets as needed for blueprints, sketches, specifications, illustrations, colors and type of material.)

Contractor's name, address and phone number:

Materials:

Colors (samples attached):

Dimensions of structure (width, height, length, etc):

Estimated completion date:

Association Use Only:

Date:	Approved: <input type="checkbox"/>	By Cielito Lindo Design Review Committee:
	Denied: <input type="checkbox"/>	
Date:	Approved: <input type="checkbox"/>	By Barrio Master Association:
	Denied: <input type="checkbox"/>	
Date:	Approved: <input type="checkbox"/>	Sign Off After Inspections During Construction and
	Denied: <input type="checkbox"/>	@ Completion - By Cielito Lindo DRC:

Contingencies that apply for approval:

Reason for Denial:

**Cielito Lindo de Tubac Homeowners Association
DESIGN MODIFICATION REQUEST**

Page Two

Please provide complete details of the intended modification and any other information requested. An accurate drawing of the intended modification, depicting both the modification itself and its location on the lot, must be attached and submitted as part of your request.

Prior to review by the Design Review Committee, please sign below to verify the following:

1. The homeowner dues for this lot are current.
2. The owner of this lot owes no liens, fees, or fines to the association.
3. It is understood and agreed:
 - a. The original application and attachments shall be retained by the association.
 - b. The Design Review Committee has 30 days in which to respond to this request.
 - c. **No work on this request shall commence until the owner has received written approval by the committee AND from the Master Association.**
 - d. The owner is to comply with all applicable county and state codes and to obtain all necessary permits.
 - e. Homeowner is responsible for correcting any damage caused to common areas, street or sidewalks. Material must be stored on homeowner's property, and access over common areas is not permitted.
 - f. It is highly recommended that the homeowner obtain written approval of neighbors if the improvement will visually impact the neighbors (i.e., patio walls, additions, patio enclosures, structures extending above patio walls). However, the neighbors' approval or disapproval need not be considered by the committee.
 - g. **Alterations or modifications of any existing party wall require prior written consent of adjacent lot owner (s).**
 - h. **The Design Review Committee must inspect the work during construction and at completion, then sign off on the project.**
 - i. You have 120 days from the date of this approval to complete your modification. In the event work cannot be completed within this time frame, please submit a written request for an extension.
4. Additional requirements: All trees must be properly trimmed and maintained; all plants must be on the Cielito Lindo de Tubac (CLHOA) approved plant lists (Oleanders and palm trees are not permitted in CLHOA); all wood must be termite treated; all window film must be non-reflective; all structural changes require "as-built" plans upon completion of project and; all material should match existing material in color, style and architecture, as available.

Owner's Signature

Owner(s) Name

Date

Adjacent Lot Owner(s) - **if applicable**

Date

Mail, email or fax to: **Cielito Lindo de Tubac HOA**
c/o Stellar Property Mgmt, LLC
P.O. Box 18108
Tucson, AZ 85731

(520) 561-8497 •Email: tammy@stellarpmlc.com