



WALKER SCHOOLER
DISTRICT MANAGERS

Mountain Vista Architectural Submission/ Application Form

Home Owner (applicant): _____ Account #: _____

Property Address: _____ Zip: _____

Tenant/ Renter (if applicable): _____

Other Homeowner (if applicable): _____

Homeowner Contact Information:

Day Time Phone: _____ Night Time Phone: _____

Mailing Address (if different than property address): _____

State: _____ City: _____ Zip: _____

Email address: _____

Tenant Contact Information (if applicable):

Day Time Phone: _____ Night Time Phone: _____

Email address: _____

Contractor Information (if applicable):

Contractor Name/ Company: _____

Contractor Phone: _____ Contractor Email: _____

Project Start Date: ___/___/___ Project End Date: ___/___/___

Modification or Addition Requesting (check all that apply):

- | | | |
|--|---|--|
| <input type="checkbox"/> Detached Structure/
Building | <input type="checkbox"/> Fence | <input type="checkbox"/> New Construction |
| <input type="checkbox"/> Paint | <input type="checkbox"/> Play Equipment | <input type="checkbox"/> Retaining Wall |
| <input type="checkbox"/> Satellite Dish | <input type="checkbox"/> Solar Panels | <input type="checkbox"/> Exterior Modification Patio/ Arbor/ |
| <input type="checkbox"/> Landscaping | <input type="checkbox"/> Ornamentation | <input type="checkbox"/> Deck |
| <input type="checkbox"/> Pool/ Spa | <input type="checkbox"/> Shed | |

Legal Description of Modification:

Make sure you have attached/ included all of the following information:

- A completed Submission Form (including signature below the Owner Acknowledgement notice on next page)
- A description of the project, including; height, width, depth, materials, colors, etc.
- A complete materials list of the project, including; paint samples and/or stain color

no liability and make no representations regarding the adequacy or quality of any submitted plans or whether such plans comply with any or all governing authority requirements. The Committee's review, comments, and/or approvals do not relieve the Builder/Applicant of their responsibility and obligation to comply with the Master Declaration, Master Design Guidelines, or Subdivision Guidelines as applicable. The Builder/Applicant agrees to grant the Association access to property at any reasonable hour to inspect for compliance issues.

- It is the duty of the owner and the contractor employed by the owner to determine that the proposed improvement is structurally, mechanically and otherwise safe and that it is designed and constructed in compliance with applicable building codes, fire codes, other laws or regulations and sound practices. Your association, the ACC Committee and any employee or member thereof, shall not be liable in damages or otherwise because of the approval or non-approval of any improvement.*

I certify that the above information is an accurate representation of the proposed improvements and that the work will conform to applicable codes, covenants and standards. I also certify that the improvements will be completed in accordance with the approved application. I understand that construction is not to begin until approval has been received from the Architectural Control Committee. The Architectural Control Committee has permission to enter the property to make inspections, as they deem necessary.

Owner/Applicant Signature: _____ Date: ___/___/___
Co-Owner/Applicant Signature: _____ Date: ___/___/___

Informational Addendum:

REVIEW PROCESS – Your association's governing documents stipulate the amount of time the ACC may take to render a decision. However, the ACC will make every reasonable effort to expedite the review process. Applications will be reviewed during the timeframe for completeness and the ACC may request additional information to help clarify your proposal.

APPLICATION – The application must be accompanied with necessary documents, photos, drawings, brochures, and information necessary to present to the ACC. Property owners must sign the application. Contractor's signatures for property owners will not be accepted. Modifications are not permitted to commence until the modification has been reviewed and approved by the ACC.

NOTIFICATION - All owners will be notified in writing by mail (USPS) once the request has been approved or denied.

APPEALS – If your association allows appeals of an ACC Committee decision, requests must be based on the association documents and timeframes stated by the documents.

Insert WSDM form in use