

DESIGN - REVIEW COMMITTEE SUBMITTAL FORM

MOON MOUNTAIN VISTA HOMEOWNERS ASSOCIATION
C/o Brown Community Management, Inc, 7255 E. Hampton Avenue, Mesa, Arizona 85209

Phone: (480) 539-1396 Fax: (480) 889-5087

Architecturalrequests@brownmanagement.com

Please type or print. Incomplete or illegible submittals will be returned.

| | |
|---|-------------------|
| Member Name: | Ph #: |
| Address: | Lot #: |
| | |
| Contractor: | Ph #: |
| Address: | License #: |
| | |
| Description of work to be performed: | |
| | |
| | |
| | |
| Time period in which work is to be completed: | |
| | |
| | |
| Materials to be used (attach samples of hardscape materials): | |
| | |
| Color scheme (attach 8 1/2" X 11" samples of paint colors): | |
| | |

Attach two (2) copies of drawings and/or blueprint of your submittal. Please indicate all materials, dimensions, color and the exact location of the proposed work to be completed. Drawings or brochures of similar projects may also be submitted. Major construction projects MUST include elevation drawings.

You must have written approval from the Design Review Committee prior to making any improvements or exterior changes to any part of your lot. To avoid misunderstanding, you cannot proceed with an improvement or exterior change on the basis of a "verbal" approval or "oral" representation. Your cooperation in submitting for approval prior to installation is mandatory and greatly appreciated. If you have any questions regarding your submittal, please contact the Management Company at (480) 539-1396.

BY SIGNATURE BELOW, I ACKNOWLEDGE AND AGREE TO FOLLOWING TERMS

- Maintain all improvements made on my property.
- Comply with all applicable City and State laws and obtain all required permits.
- Begin no work until I have received approval, **in writing**, from the Design Review Committee.
- Understand that I am responsible for debris/damage done to common areas by me or my contractors.
- If the submittal is not signed be aware that it will be returned to you for a signature.**

Signature:

Date:

FOR DESIGN REVIEW COMMITTEE USE ONLY

☐ **Approved**

☐ **Approved with Stipulations**

☐ **Denied**

☐ **Returned for Additional Information**

DRC COMMENTS:

See additional comments on back of this sheet.

Date Rec'd by DRC: _____ **Date Reviewed:** _____ **DRC Signature:** _____ **Date Signed:** _____