

SUNBIRD ARCHITECTURAL CONTROL COMMITTEE PERMIT APPLICATION

PLEASE PRINT OR TYPE

HOMEOWNER NAME

LOCAL PHONE #

ALTERNATIVE PHONE #

UNIT # LOT #

SUNBIRD ADDRESS

ALTERNATIVE ADDRESS

CHECK THE BELOW WORK DESCRIPTION(S) THAT BEST IDENTIFIES YOUR PROJECTS

- | | | | | |
|---|---|---|--|---|
| <input type="checkbox"/> A/C & Coolers (1) | <input type="checkbox"/> Driveways (8) | <input type="checkbox"/> Patios, Screens & Covers (1) | <input type="checkbox"/> Skylights/Solar Tubes (7) | <input type="checkbox"/> Turbines & Vent (10) |
| <input type="checkbox"/> Arbors/Gazebo/Ramada (1) | <input type="checkbox"/> Garages (2) | <input type="checkbox"/> Propane Containers (5) | <input type="checkbox"/> Solar Panels (7) | <input type="checkbox"/> Walkways (8) |
| <input type="checkbox"/> Arches (8) | <input type="checkbox"/> Garbage Enclosures (3) | <input type="checkbox"/> Rain Gutters (5) | <input type="checkbox"/> Stone Facades (7) | <input type="checkbox"/> Walkways w/steps |
| <input type="checkbox"/> AZ Rooms & Additions (1) | <input type="checkbox"/> Golf Ball Screens (3) | <input type="checkbox"/> Roofs (5) | <input type="checkbox"/> Storage Containers (7) | over common area (8) |
| <input type="checkbox"/> Artificial Turf (1) | <input type="checkbox"/> Irrigation Systems (3) | <input type="checkbox"/> Satellite Receivers (6) | <input type="checkbox"/> Storage Facilities (7) | <input type="checkbox"/> Walls & fences (8) |
| <input type="checkbox"/> Awnings (1) | <input type="checkbox"/> Landscapes (4) | <input type="checkbox"/> Screened Patios (1) | <input type="checkbox"/> Sunscreens/Sunshades (1) | <input type="checkbox"/> Windows |
| <input type="checkbox"/> Bird Houses/Feeders (2) | <input type="checkbox"/> Outdoor Lighting (4) | <input type="checkbox"/> Security Shutters (6) | <input type="checkbox"/> Surveillance Equip. (8) | <input type="checkbox"/> Window Grills (4) |
| <input type="checkbox"/> Carport (2) | <input type="checkbox"/> Painting exteriors (4) | <input type="checkbox"/> Security Doors (6) | <input type="checkbox"/> Swim Pools & Spas (8) | |

Remarks and other work related project information: (Contractors name & phone #; plot plans, blue prints, samples, approved paint colors & codes). The above bracketed numbers(1), (2), etc. represents guideline page numbers.

PERMIT PROCESS

- a) A \$5 PROCESSING FEE MUST BE PAID WITH THIS PERMIT APPLICATION.
- b) THE HOME OWNER HAS RECEIVED ACC GUIDELINES FOR THE PROPOSED WORK PROJECT.
- c) THAT ALL SUBMITTED PERMITS ARE SIGNED BY THE CURRENT SUNBIRD HOMEOWNER, OR LEGAL. GUARDIAN.
- d) IF YOU START ANY REQUIRED PERMIT WORK BEFORE ACC APPROVAL YOU MAY BE SUBJECT TO A \$50 FINE. ALSO, IF THE WORK DOES NOT CONFORM TO THE CC&R'S, ACC GUIDELINES, OR APPROVED PERMIT, HOMEOWNER WILL BE LIABLE FOR ALL COSTS NECESSARY TO BRING THE WORK INTO COMPLIANCE.
- e) HOMEOWNERS ARE RESPONSIBLE TO OBTAIN COUNTY, CITY & STATE PERMITS.
- f) LIABILITY: CHANGES TO ORIGINAL PERMIT PLANS/SPECS CANNOT BE MADE UNLESS APPROVED BY THE COMMITTEE. THE BOARD, ASSOCIATION, COMMITTEE MEMBERS SHALL NOT BE RESPONSIBLE FOR DEFECTS IN ANY PLANS, BUILDINGS, OTHER STRUCTURES ERECTED, PLACED OR MAINTAINED ACCORDING TO THOSE PLANS/SPECIFICATIONS. BY APPROVING PLANS/SPECIFICATIONS, THE HOA/ACC DOES NOT ASSUME ANY LIABILITY OR RESPONSIBILITY FOR COMPLIANCE WITH BUILDING OR ZONING ORDINANCES.
- g) ALL ACC MEMBERS HAVE ACCESS TO PRIVATE PROPERTIES FOR INSPECTION OF EXTERIOR WORK PERMITS.
- h) PERMITS ARE VALID FOR 60 DAYS & MUST BE RENEWED WITH THE ADM. OFFICE. (ADDITIONAL \$5 FEE NOT APPLICABLE).

YES I WANT TO BE PRESENT AT MY PERMIT REVIEW

YES I WANT TO BE PRESENT DURING THE INSPECTION

PLEASE ALLOW A MINIMUM OF 2 WEEKS FROM THE DATE OF THE APPLICATION FOR AN APPROVAL

HOMEOWNERS SIGNATURE

DATE

ESTIMATED COMPLETION DATE

ACC ADMINISTRATION SIGNATURE

DATE

APPROVED

NOT APPROVED

PERMIT NUMBER

ACC QUORUM APPROVAL:

DATE

THIS PERMIT MUST BE VISIBLE FROM THE STREET

ACC INSPECTION SIGN-OFF: Initials _____ Date _____

FEE: _____

INTRODUCTION TO THE SUNBIRD GOLF RESORT HOMEOWNERS ASSOCIATION

ARCHITECTURAL COMMITTEE GUIDELINES

The Sunbird Golf Resort Homeowners Association is a master planned community with governing documents used to preserve and protect the lifestyle of the community. The Architectural Control Committee (ACC) is established in the Sunbird Golf Resort Covenants, Conditions and Restrictions (CC&R's, Article 3) as a standing committee. The ACC consists of Sunbird residents who are appointed by the HOA Board of Directors to review proposed modifications and decide whether or not they are in harmony with the general surroundings of the community and meet the requirements of the CC&R's, and the ACC guidelines.

APPROVAL REQUIREMENT: No dwelling or residence, building, fence, wall, exterior landscaping or replacement of comparable rock (except landscaping not visible from neighboring property), awning, sunshade, or other improvements, attached to or detached from other structures, shall be erected, placed, altered, or maintained on any lot until the permit has been approved by the HOA Board, acting through the ACC, as to color, quality of workmanship and materials, harmony with the location with respect to topography and finished grade elevation.

REVIEW CRITERIA: The ACC shall have the right to disapprove plans and specifications submitted if, in its opinion, (or in the opinion of the HOA Board), the design and color scheme or location of the proposed structure or improvement is not in harmony with the general surroundings and topography of the lot or with other buildings and structures in the vicinity or if the plans and specifications are incomplete. The ACC shall, in the exercise of its judgment and determination, act reasonably and in good faith. The decision of the HOA Board, acting through the ACC, shall be final.

APPEAL: Permit holders may appeal ACC decisions in accordance with the appeal process defined in the ACC Guidelines.

FINES: Homeowners can be subjected to fines in accordance with the Fine Schedule identified in the ACC Guidelines.

SUNBIRD HOME OWNERS MAINTENANCE REQUIREMENTS

It shall be the responsibility of each homeowner to keep all exterior structures, back yards, side yards, and front yards clean, neat and refreshed at all times to maintain the aesthetic qualities of Sunbird. Onsite and absent owners that allow their property to deteriorate will be subject to a post card/letter of neglect, in lieu of home visits. Failure to correct neglected areas/items may result in fines or other legal actions. Please refer to your copy of the CC&R's that establish, for the purpose of value and desirability, the COVENANTS, CONDITIONS & RESTRICTIONS that run with the premises and each lot for the benefit of all Sunbird homeowners.

SUNBIRD ASSOCIATION MEMBERS(HOMEOWNERS) NOTE: *Copies of the new ACC GUIDELINES, currently pages 1 thru 10, the new PERMIT, the new INDEX, and the new INTRODUCTORY LETTER may be accessed on the following Sunbird web site, 'sunbirdhoa.com'.*

With the Sunbird HOA Board of Director's approval on 11-26-2012 the 2012 Sunbird ACC Guidelines were approved to replace and supersede the Sunbird ACC 2007 Guidelines(Green Booklet) and will become effective on January 1, 2013.