

**Capistrano Homeowners Association**  
101 S. La Canada Dr., Suite 20, Green Valley, AZ 85614

**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.)


Licensed contractor's name, address and phone number:

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Materials:


Colors (samples required): \_\_\_\_\_

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

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Estimated completion date: \_\_\_\_\_

Neighbors approval attached (if required): \_\_\_\_\_

**Association Use Only:**

<b>Date:</b>	<b>Approved:</b> <input type="checkbox"/>	<b>By:</b>
	<b>Denied:</b> <input type="checkbox"/>	

**Contingencies that apply for approval:**


**Reason for denial:**


**Capistrano Homeowners Association**  
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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.
  - d. The owner is to comply with all applicable city, 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. You have 120 days from the date of this approval to complete your modification. In the event work cannot be completed within this timeframe, please submit a written request for an extension.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

Mail to:

**Capistrano Homeowners Association**  
**101 S. La Canada, Suite 20**  
**Green Valley, AZ 85614**  
*(520) 648-6730 • FAX 648-6658*  
*email: tbeeler@cadden.com*