

Carino Canyon Architectural Design Change Request

Instructions:

Complete this change request form. You can complete this form online or manually. Once you have completed the form, save a copy for your records. Submit the form using either US Mail, email, or fax. To save this form on your PC, click File, Save-as on your browser menu bar ... then select the location to save the form. Remember where you save it at so you can access it later. If applicable, provide full details of purpose and/or reason, type, color, size of improvement and materials, and location of your project. Use additional paper if necessary. We recommend that you include any drawings or site plans to help explain your project.

Architectural Design Change Requests will be reviewed within 60 days. Requests will be approved, denied, or returned for additional information. Send completed forms to:

<p>US Mail and Fax Information</p> <p>Carino Canyon HOA c/o AAM, LLC 1600 W. Broadway, Suite 200 Tempe, AZ 85282 Tel: 602-957-9191 Fax: 602-957-8802</p>	<p>Instructions for electronic submittal</p> <p>Complete this form. Save a copy on your PC in a location and remember where it is. Use the Save Button and then you can manually upload the form using the following link:</p> <p style="text-align: center;">http://www.associatedasset.com/architectural_submittals.php</p>
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Submitter:

Name:					
Address:					
City:		State:		ZIP:	
Lot #:					
Home Phone:		Work	:	Cell	
Email:					

I understand and agree that:

- All Association fees are paid and current.
- No liens and/or fines are owed to the Association.
- No work on this request shall commence until written approval of the Architectural Design Committee has been received by me.
- The approval for this Project by the Carino Canyon HOA Architectural Committee shall be in addition to, and not in lieu of, any approvals, consents, or permits required under the ordinance or rules and regulations of any county or municipality having jurisdiction over the Project

Homeowner Signature:	
Date	

Description of Request

Complete this section for all requests. If you require more space, you may include additional pages, drawings or samples, etc. Indicate the type of request in the check boxes below:

Painting of Exterior Structure	Solar Photo Voltaic Electrical System	Solar Hot Water Systems	Painting of Exterior Structure	Other Changes
<input type="checkbox"/> Complete the Painting Section	<input type="checkbox"/> Review guidelines in this form and include the required documentation and sign the acknowledgement in the Solar PV section	<input type="checkbox"/> Review guidelines in this form and include the required documentation and sign the acknowledgement in the Solar Hot Water section	<input type="checkbox"/> Review the landscaping guidelines and provide work description if required.	<input type="checkbox"/> Provide the work description and additional documentation if necessary.

Use the following pages to complete your request. The pages are grouped according to the project you are proposing.

- Architectural Changes – complete the Architectural Change section
 - Changes to external structure or lot including external changes to your primary residence, construction of out-buildings, swimming pools, changes to party walls, playground equipment, flag poles, etc.
- Painting – complete the Painting section
- Solar systems – complete the applicable section for:
 - Solar photo voltaic
 - Solar hot water
- Other changes – complete the Architectural Change section using the spaces to describe your project

Architectural Changes

For any architectural changes such as the construction of out buildings, external modifications to your primary residence (e.g., extensions, additions, changes to party walls, new swimming pool, etc.), please complete this section.

Description of Work to be done: *(use additional pages if necessary)* Use the space below if required. For landscaping requests, use the Landscaping Section to provide description.

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Contractor Name, Address, and Phone Number: <i>(if applicable)</i>		
Name:		
Address:		
City:	State:	Zip:
Phone:	Email:	

Include the following, if applicable:

- City of Scottsdale building permit or approval. Provide details if not included.
- Architectural drawings or sketches of proposed project.
- Applicable site plans
- Estimated start and end dates of the proposed project.

Paint Request *If the request is for painting, complete this section.*

Refer to the Carino Canyon web site (<http://www.carinocanyon.org>) for full details on painting requirements, colors and restrictions. Please enter the paint colors and the paint vendor. The committee needs to know the vendor that this color is for. For example, you may wish to use the Frazee color, "Cinnamon Spice" and have the color matched by another paint vendor such as Home Depot. For the purpose of approval, the Committee would like to have a record of the paint manufacturer's color name ... which may or may not be the actual paint vendor used.

<p>Are you choosing to paint using the pre-approved paint colors? <i>If not, you must submit samples of the proposed color with this request.</i></p>	<p>select from list</p>
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Paint Colors:

	Base Color	Trim Color
What is the color?		
What is the paint vendor for this color? (e.g. Frazee, Dunn Edwards, Behr)		
What is Light Reflectance Value? <i>(LRV measures the amount of light reflected by a color and is available from paint manufacturers).</i>		

Note: *City of Scottsdale code specifies base color LRV between 24% and 55% and trim color LRV between 8% and 55%. The LRV is generally available on manufacturer's paint sample chips.*

Inside Perimeter Wall Colors:

If you are planning on painting the inside of your perimeter walls, you must use the color deployed on the common walls in the development or the base color of your house.

Adjacent Home Color:

<p>Adjacent homes should not be the same color. Please indicate that you have verified that the color of the adjacent homes is different color than the color your color selection.</p>	<div style="display: flex; align-items: center;"> <input style="margin-right: 10px;" type="checkbox"/> <p>Yes, I (we) have verified that our choice of colors are different than the colors of adjacent homes.</p> </div>
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Landscaping Changes

Most landscaping changes do not require a change request. For example, backyard projects that meet the guidelines stated in the CC&Rs (height of structures, etc.). Most front yard landscaping projects do not require a change request form either. For example, plantings of approved plants do not require prior approval. There are some plants that are prohibited in the front yard, for example, palm trees, olive trees, oleanders, and grass. As a general guideline, please submit an Architectural Change Request for the following landscaping projects.

- Construction of or altering the appearance of the walkway in the front yard
- Installing a fountain
- Erecting a flag pole
- Extending the driveway or altering the appearance of the driveway
- Any excavation or grading work

Enter the description of your project in the space below. Use additional pages if necessary.

Contractor Name, Address, and Phone Number: <i>(if applicable)</i>			
Name:			
Address:			
City:	State:	Zip:	
Phone:	Email:		

Solar Photo Voltaic (PV) Electric Systems

Carino Canyon has established the following guidelines for the installation of solar photo voltaic (PV) electrification systems. If you are planning on installing solar collectors for the purpose of supplementing your commercial electric system, review these guidelines and submit the required documentation with this request.

Carino Canyon HOA recommends that the home owner submit these guidelines to the contractor responsible for the PV installation and gain their agreement and concurrence before installation.

Documentation

1. Provide the full name, address and contact information of the vendor installing the system.
2. Provide the specifications for the solar PV system. This should be obtained from your installation vendor and should include:
 - A description of the solar panel array to include the tilt angle to the sun, number of panels, the KVA (i.e., power output), etc
 - The location, size and number of the panels on the roof (i.e., south, west, etc.). Include a drawing or sketch to show the total area to be installed.
 - A description of how electrical cables are to be routed to the home and to the APS meter / circuit breaker box.
3. Approval by the electric utility (APS). Provide a copy of the approval letter or other notification.

Design Guidelines

- All solar PV arrays must be installed on the roof.
- Tilted or elevated installations are discouraged. If installation is not to be installed flush with the roof, an explanation for the deviation must be included stating the reason (e.g., required for efficiency, or other reason, etc.) from the installation vendor or APS.
- Any installations that are to be elevated off the roof to clear sewage vent pipes and attic vents are allowed only on the rear of the roof. Installations on the front of the roof (facing the street) must be flush with the roof and, if required, any vents must be repositioned or re-routed. If an elevated installation is planned (i.e., not flush with the roof), provide a full description of the proposed installation and the reason for the elevation.
- All installations must comply with City of Scottsdale Building Codes.
- Electrical cables and conduits should be routed through the attic unless conditions do not allow. If cables / conduits will be exposed, an explanation stating the reason is required. Any exposed electrical cables and conduits must be installed and bundled in a tidy manner with no loose wires hanging from the installation. Exposed electrical cables, wires and conduits are to be anchored to the exterior or routed through the interior of the structure.
- Any exposed cables, conduits, mounting hardware, etc. to be painted house or trim color to blend into the structure as much as possible.
- All exposed frames for PV panels to be a dark color (anodized, powder-coated, painted or plated). Bright colors or unpainted (bare metal) components are not allowed (e.g., bare aluminum, white, or other bright colors). All metal framing material must also be anodized, powder-coated, plated or painted a dark color such as black or dark bronze.

Acknowledgement:

I (we) are including with this request the required documentation stated above. I (we) have reviewed and understand the guidelines for solar PV systems and agree to comply or provide a request for approval to deviate from the guidelines.

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Home Owner Signature

Date

Domestic Solar Hot Water Systems

Carino Canyon has established the following guidelines for the installation of solar hot water collector systems. If you are planning on installing solar collectors for the purpose of heating of water for domestic use (including swimming pool), review these guidelines and submit the required documentation with this request.

If you are using a contractor, Carino Canyon HOA recommends that the home owner submit these guidelines to the contractor responsible for the solar hot water installation and gain their agreement and concurrence before installation.

Documentation

1. Provide the full name, address and contact information of the vendor installing the system.
2. Provide the specifications for the solar hot water system. This should be obtained from your installation vendor and should include:
 - A description of the solar panel types. Carino Canyon requires that the solar collectors be glazed panels.
 - The location, size and number of the panels on the roof (i.e., south, west, etc.). Include a drawing or sketch to show the total area to be installed.
 - A description of how any cabling and plumbing is to be routed to the inside of the home.
3. Approval by the City of Scottsdale. Provide a copy of the approval letter or other notification.

Design Guidelines

- All solar collector arrays must be installed on the roof.
- Tilted or elevated installations are discouraged. If installation is not to be installed flush with the roof, an explanation for the deviation must be included stating the reason.
- Any installations that are to be elevated off the roof to clear sewage vent pipes and attic vents are allowed only on the rear of the roof. Installations on the front of the roof (facing the street) must be flush with the roof and, if required, any vents must be repositioned or re-routed. If an elevated installation is planned (i.e., not flush with the roof), provide a full description of the proposed installation and the reason for the elevation.
- All installations must comply with City of Scottsdale Building Codes.
- Piping to and from the solar hot water collectors should be routed through the attic and must not be visible from common areas or adjacent homes. Piping must be run into the roof and through attic spaces or hidden from view in common areas.
- Any exposed cables, conduits, mounting hardware, piping etc. must be painted house or trim color to blend into the structure as much as possible.
- All exposed frames for solar panels to be a dark color (anodized, powder-coated, painted or plated). Bright colors or unpainted (bare metal) components are not allowed (e.g., bare aluminum, white, or other bright colors). All metal framing material must also be anodized, powder-coated, plated or painted a dark color such as black or dark bronze.

Acknowledgement:

I (we) are including with this request the required documentation stated above. I (we) have reviewed and understand the guidelines for solar collector for hot water systems and agree to comply or provide a request for approval to deviate from the guidelines.

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Home Owner Signature

Date

Architectural Committee Action

The Architectural Design Committee has taken the following action on this request:

	Action	Comments
<input type="checkbox"/>	Rejected. Application does not meet the Design Guidelines for the Carino Canyon Homeowners Association.	
<input type="checkbox"/>	Additional Information Required. The following revision and additional submissions are required to meet the Carino Canyon Homeowners Association:	
<input type="checkbox"/>	Conditionally Approved: The Architectural Design Form with the following changes required:	
<input type="checkbox"/>	<p>Approved: The Architectural Design Form submitted as meeting the requirements of the Carino Canyon Homeowners Association.</p> <p>This approval constitutes issuance of the Certificate of Approval.</p> <p>This approval is in addition to and not in lieu of any City, County and State permits, codes, and regulations. Compliance with or obtaining of the approvals, consents or permits of those agencies are the responsibility of the homeowner.</p>	

Approved By:	
Date:	