

# CSEII Homeowner's Project Request - Downloadable

**To avoid loss of data, review instructions [here](#) before completing this form.**

*Note: Print, Save and Submit buttons may not work for Mac and Linux users.*

Print

Save to My Computer

Submit for Review

Each homeowner is required to obtain written approval from the Architectural Committee before adding, altering, modifying or changing any improvements on the Lot (CC&Rs Article 11 Section 11.2).

The intent of the following guidelines is to assist you in preparing your project proposal, and to help guide your preliminary discussion with the Architectural Committee.

Approval for your project request is dependent upon you, as the homeowner, submitting to the Architectural Committee the plans and information as outlined in Article 11 Sections 11.3, 11.4 and 11.5 of our CC&Rs.

**Please complete the following information.**

Date

Email

Phone #

Property Address

Property Owner(s)

**Description of Proposed Project (include simple drawings with dimensions and photos if possible, to help clarify the intents of the project)**

1. Is the project in harmony with the overall scheme of our HOA?	Yes	No	
2. Is the architecture of the project in conformity with the style of the existing structures?	Yes	No	
3. Is the scenic view of any other property negatively affected? (Sect 1.18 and Sect 11.4)	Yes	No	
4. Have you, the owner, elicited and secured in writing the opinions/approval of affected neighbor owners?	Yes	No	
5. Does the project include any exterior antennas or other devices for the transmission of television or radio signals? (Sect 12.3)	Yes	No	
5.a. If so, will they be visible to affected neighboring properties or from the common areas?	Yes	No	N/A
6. Does the project involve the installation of a solar device? (Sect 12.3)	Yes	No	
6.a. If so, will they be visible to affected neighboring properties or from the common areas?	Yes	No	N/A

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7. Is a fence, wall, or hedge part of your project? (Sect 12.4)	Yes	No	
7.a. If so, is it in compliance?	Yes	No	N/A
8. Are trees, shrubs or other landscaping part of your project? (Sect 12.14)	Yes	No	
8.a. If so, are they in compliance?	Yes	No	N/A
9. Is any proposed mechanical and electrical equipment to be installed as part of this project? (Sect 12.7)	Yes	No	
9.a. If so, will they be visible to affected neighboring properties or from the common areas?	Yes	No	N/A
10. Are exterior light(s) to be installed as part of this project?	Yes	No	
10.a. If so, will they be directed toward or interfere with any other Owners' use of their lot?	Yes	No	N/A
11. Will the project create a business use of your property? (Sect 12.9)	Yes	No	
12. Will the project involve a party wall? (Sect 13.1-13.3)	Yes	No	
12.a. If so, have you obtained concurrence from the other party?	Yes	No	N/A
13. Will the project require long-term rubbish disposal?	Yes	No	
14. Is painting part of your project? If yes, identify the colors to be used below.			
14.1 Porch Underhang, Beams & Posts	14.2 Gutters & Downspouts		
14.3 Wood: Siding, Window, Trim & Parapets**	14.4 Stucco & Stucco Parapets**		
14.5 Garage Doors	14.6 Iron Gates		
14.7 Electrical Boxes, Conduit, Pipe & Stem Walls	14.8 Security Doors		
<p>*Spanish White is permitted for white-washed slump stone houses. In addition, any feature currently painted Spanish White is grandfathered until the surface needs to be repainted or the house is sold or transferred.</p> <p>** Parapets must follow these guidelines when newly painted or home is sold or transferred.</p>			
15. Will your project require materials to be delivered?	Yes	No	
15.a. If so, will you and your contractor follow the guidelines at <a href="https://www.cseii.com/road-resurfacing.html">https://www.cseii.com/road-resurfacing.html</a> ?	Yes	No	
16. Does any part of your proposed project involve construction outside your current fence or building walls? If Yes, please provide a determination from a surveyor that the proposed construction is within the lot boundary.	Yes	No	

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17. Provide additional explanation, as needed, for the above questions.

### Ways to submit your form when all required fields are complete:

**Online** Click the Submit button on the form (Windows) or click Email (Mac). Enter the email address(es) of the Architectural Chair(s). Attach supplemental files and send. Addresses are available in the CSEII Directory. A copy is always available online in the Owners Only section.

**By Mail** Send your completed form and all supplementary material to Architecture Committee, Canoa Seca Estates II, Inc., 3800 S. via del Tejedor, Green Valley, AZ 85622. (**NOTE that this is a mailbox for HOA use; there is no physical office.**)

**In Person** Send or deliver your completed form and all supplementary material to one or both of the current Architecture Committee Chair(s). Identities of the chair(s) can be found at at <https://www.cseii.com/committees.html> and their addresses are available in the CSEII directory.

For use by Architectural Committee  
Architectural Committee Reviewers

Project Approved	Yes	No	Date
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