

# CSEII Homeowner's Project Request

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.

Date		Email	
Phone		Lot	
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?			
2. Is the architecture of the project in conformity with the style of the existing structures?			
3. Is the scenic view of any other property negatively affected? (Sect 1.18 and Sect 11.4)			
4. Have you, the owner, elicited and secured in writing the opinions/approval of affected neighbor owners?			
5. Does the project include any exterior antennas or other devices for the transmission of television or radio signals? (Sect 12.3) 5.a. If so, will they be visible to affected neighboring properties or from the common areas?			
6. Does the project involve the installation of a solar device? (Sect 12.3) 6.a. If so, will they be visible to affected neighboring properties or from the common areas?			
7. Is a fence, wall, or hedge part of your project? (Sect 12.4) 7.a. If so, is it in compliance?			
8. Are trees, shrubs or other landscaping part of your project? (Sect 12.14) 8.a. If so, are they in compliance?			

9. Is any proposed mechanical and electrical equipment to be installed as part of this project? (Sect 12.7) 12. 9.a. If so, will they be visible to affected neighboring properties or from the common areas?	
10. Are exterior light(s) to be installed as part of this project? 10.a. If so, will they be directed toward or interfere with any other Owners' use of their lot?	
11. Will the project create a business use of your property? (Sect 12.9)	
12. Will the project involve a party wall? (Sect 13.1-13.3) 12.a. If so, have you obtained concurrence from the other party?	
13. Will the project require long-term rubbish disposal?	
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.  ** Parapets must follow these guidelines when newly painted or home is sold or transferred.</p>	
15. Will your project require materials to be delivered? 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> ?	
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.	
17. Provide additional explanation, as needed, for the above questions.	

**Submitting This Form**

**Email:** scan the completed form and all supplementary material and email to ARCCChair@cseii.com.

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

**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.)

For ARC Committee Use

Approved (Y/N)? \_\_\_\_\_ Date \_\_\_\_\_

Additional Comments

Pertinent section of ARC Guidelines if project is denied \_\_\_\_\_

ARC Chair Signature \_\_\_\_\_