



# GREEN VALLEY HIGHLANDS HOMEOWNERS' ASSOCIATION

## APPLICATION FOR GVHA ARCHITECTURAL APPROVAL OF EXTERIOR IMPROVEMENTS/ALTERATIONS

<b>Owner's Information</b>		<b>Date</b>	
<b>Name</b>		<b>Lot #</b>	
<b>Address</b>		<b>Phone - #1</b>	
		<b>Phone - #2</b>	
<b>Email</b>			

I/We request approval of the following improvement(s) / alteration:

(Attach drawings, plans & specifications as required. Please be specific about scope of work, paint colors, material selection, etc...)

### Submittal Requirements:

1. Fees – Submittals shall be accompanied by a fee of thirty dollars (\$30.00) for a plan involving one or more structures. Fees are accepted by check, money order, or electronically through Zelle to: [treasurer@greenvalleyhighlandshoa.com](mailto:treasurer@greenvalleyhighlandshoa.com)
2. Applications for landscaping, property exterior and/or structural alterations/additions must include a grading plan, drainage plan, floor plan, elevations, roof plan, sections, outside color samples, fence and wall details, and details of construction as required and conforming to the Architectural Control guidelines.

**IMPORTANT NOTICE:** For your protection, the City of Poway Planning & Building Department should be contacted about permit requirements before starting any work on the property involving additions, alterations or modifications to structural, electrical, heating, water, gas or sanitary plumbing systems.



**CONDITIONS OF APPROVAL**

1. All materials and workmanship must match or exceed existing construction quality.
2. Paint must match unless otherwise indicated.
3. Applicant must obtain all building permits required by the City of Poway.
4. Owner must furnish Architectural Committee a copy of plans approved by the City of Poway Building Department PRIOR to commencement of construction.
5. Owner must obtain signatures of approval from a majority of the members of the GVHA Architectural Committee.
6. Any modifications to an approved GVHA Architectural Submittal will require subsequent approval.
7. Owner will notify their immediate neighbors of their plans prior to commencing construction.

**APPROVAL STATUS**

(to be completed by Architectural Committee Members)

Date Received: \_\_\_\_\_

Approved (ACM #1)     Approved (ACM #2)     Approved (ACM #3)

Fee Submitted      Amount: \_\_\_\_\_    Check # : \_\_\_\_\_

Copy Sent to GVHA Board

Notes:

Not Approved

Explanation:

Corrective Action Required:

Required Signatures		Date
<b>Homeowner</b>		
<b>Arch. Cmte. Member #1</b>		
<b>Arch. Cmte. Member #2</b>		
<b>Arch. Cmte. Member #3</b>		

**Please allow thirty days, from submission of a complete application, for review and response.**