# RIO VISTA COMMUNITY ASSOCIATION

### ARCHITECTURAL REQUEST FORM

I.	<u>CONTACT INFORMATION</u>
Ow	ner Name:
Pro	perty Address:
Mai	iling Address:
	different from property)
Tel	ephone Number(s):
II.	PROPOSED PROJECT INFORMATION
Des	cribe the proposed improvement in detail:
III.	NEIGHBOR ADVISEMENT
neig	th your submission, please include three (3) copies of the neighbor notification form, signed by any ghbors that will be visually impacted by your proposed improvement(s). This includes any adjacent or ghboring lots, which may be visually impacted by your improvement(s) from their rear yards.
IV.	DOCUMENTS REQUIRED FOR SUBMISSION
	<ul> <li>Three (3) sets of detailed plans as specified in ARC Guidelines.</li> <li>Three (3) sets of this application form.</li> </ul>
	• Three (3) copies of the completed neighbor notification form.
	signing this document, I certify that the items included create a true representation of the provements that I plan to make to my property.
Ow	rner Signature: Date:
	FOR OFFICE/COMMITTEE USE ONLY DATE SUBMISSION RECEIVED:
	□ APPROVED □ APPROVED W/ STIPULATIONS □ DENIED □ DENIED − INSUFFICIENT INFORMATION STIPULATIONS/COMMENTS/SUGGESTIONS:

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#### **NEIGHBOR NOTIFICATION FORM**

Name:  Address:  Signature:	Name:  Address:  Signature:	Name: Address: Signature:
Name:  Signature:	Name:	Name:  Signature:
LEFT ADJACENT NEIGHBOR  Name:  Address:  Signature:  LEFT FRONT NEIGHBOR	YOUR HOUSE  Name:  Address:  Signature:  FRONT NEIGHBOR	RIGHT ADJACENT NEIGHBOR  Name:  Address:  Signature:  RIGHT FRONT NEIGHBOR

If neighbor is not impacted by improvements, please write "Not impacted" on signature line.

Signature(s) above do not constitute approval of plans presented, only notification. Any concerns about plans being presented may be addressed in writing to the Association.

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#### NOTICE OF COMPLETION FORM

Owner Name:
Property Address:
Telephone Number(s):
Summary of Completed Improvements:
Attachments:
□ Copies of photographs of all improvements included.
Please note that notice of completion form is not complete if photographs of improvements are not enclosed.
Owner Signature: Date:
By signing this form, the homeowner is stating that improvements have been completed in accordance to the scope and
specification of the approved architectural application and in accordance with the community's architectural guidelines.