

# RIO VISTA COMMUNITY ASSOCIATION

## ARCHITECTURAL REQUEST FORM

### I. CONTACT INFORMATION

Owner Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

*(if different from property)*

Telephone Number(s): \_\_\_\_\_

### II. PROPOSED PROJECT INFORMATION

Describe the proposed improvement in detail: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### III. NEIGHBOR ADVISEMENT

With your submission, please include three (3) copies of the neighbor notification form, signed by any neighbors that will be visually impacted by your proposed improvement(s). This includes any adjacent or neighboring lots, which may be visually impacted by your improvement(s) from their rear yards.

### IV. DOCUMENTS REQUIRED FOR SUBMISSION

- Three (3) sets of detailed plans as specified in ARC Guidelines.
- Three (3) sets of this application form.
- Three (3) copies of the completed neighbor notification form.

By signing this document, I certify that the items included create a true representation of the improvements that I plan to make to my property.

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

FOR OFFICE/COMMITTEE USE ONLY

DATE SUBMISSION RECEIVED: \_\_\_\_\_

APPROVED  APPROVED W/ STIPULATIONS  DENIED  DENIED – INSUFFICIENT INFORMATION

STIPULATIONS/COMMENTS/SUGGESTIONS: \_\_\_\_\_

\_\_\_\_\_

# RIO VISTA COMMUNITY ASSOCIATION

## NEIGHBOR NOTIFICATION FORM

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Signature: \_\_\_\_\_  
LEFT REAR NEIGHBOR

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Signature: \_\_\_\_\_  
REAR NEIGHBOR

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Signature: \_\_\_\_\_  
RIGHT REAR NEIGHBOR

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Signature: \_\_\_\_\_  
LEFT ADJACENT NEIGHBOR

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Signature: \_\_\_\_\_  
YOUR HOUSE

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Signature: \_\_\_\_\_  
RIGHT ADJACENT NEIGHBOR

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Signature: \_\_\_\_\_  
LEFT FRONT NEIGHBOR

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Signature: \_\_\_\_\_  
FRONT 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.

