



Submittal of this permit does not constitute approval. Work shall not commence until the SLHOA1 Architectural Committee has reviewed your submittal and you have obtained approval from the committee. In addition, your project may require a permit from Maricopa County and as such, it is your responsibility to obtain these permits. Any approval from SLHOA1 is contingent on you obtaining proper permits from Maricopa County.

SUBMITTAL GUIDELINES

- 1) Please refer to the Sun Lakes Homeowners Association #1 revised Architectural Rules dated July 6, 2021, found on the website. Contractors may not submit permits without the homeowner's signature. A homeowner must be a Member in Good Standing to receive approval. As part of the review and approval process, members of the Architectural Committee may do a drive-by of your property and contact you, if need be, for additional information.
- 2) Please make sure that you, the homeowner, have enclosed all required information and have completed the form in its entirety. If you do not, your request could be delayed. Refer to the "Attachments and Information required" section on the front of the form. If painting, a current Sun Lakes paint chip or chips must be attached. If installing an awning, a color sample must be attached.
- 3) Homeowners are solely responsible for researching and obtaining any necessary Maricopa County permits.
- 4) Homeowners choosing to use a non-licensed contractor assume all responsibility for any damage done or clean-up required on neighboring properties.
- 5) Worksite must be kept as neat and orderly as possible, and all construction debris should be removed as work progresses. Construction debris may not infringe on neighboring properties.
- 6) See the Architectural Committee meeting schedule posted on the Architectural bulletin board in the clubhouse and the Sun Lakes Country Club website community calendar.

Architectural Application Request forms are accepted at the Community Services Office Monday – Friday 8:00am – 4:00pm. Office is closed for lunch 12:00 – 1:00pm. Office is closed Saturday & Sunday.

The Architectural Committee meets every other Wednesday. The Architectural request forms must be submitted to this office by the Friday before the next meeting.