

**REQUEST FOR DESIGN APPROVAL
THE MEADOWS ON RIO GRANDE HOMEOWNERS ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE**

(PLEASE PRINT)

Owner Name _____ Date: _____

Property Address _____

Mailing Address (if different) _____

Work Phone _____ Home Phone _____

Email Address _____

On page two of this form, please describe the proposed changes or additions to your property. As applicable to your project, please include a *copy of your property site plan and indicate the exact location of proposed change or addition, distance to property lines from proposed change or addition, dimensions of backyard property and relevant surrounding features.* Also include a *drawing with the following information: style, dimensions, materials, color of the proposed change or addition, and the proposed construction time schedule and contractor,* if any. Requests for repainting must include a color sample. If re-stuccoing, submit a sample if a new color is chosen. Submitted material will not be returned. Should the committee require additional information; your request will be deferred until additional information is received.

Notes:

1. The owner understands and agrees that no work in this request shall commence until written approval by the Committee. The Committee has thirty days to respond to any request.
2. Once approved, the construction must be completed in a way that does not unreasonably interfere with neighboring properties.
3. Applicant has responsibility for removal, in a timely manner, of any debris resulting from construction.
4. Construction must meet all zoning, building codes, and City and County laws. For further information regarding zoning, call (505) 924-3850. For information on building permits call (505) 924-3368. Further, nothing herein contained shall be construed as a waiver or modification of any such code or law.
5. Where applicable, utility easements are to be marked before excavation is started. This service is provided free of charge by New Mexico One Call, and is required to provide for your safety. For location of underground communication, cable TV, electric, gas, water and sewers call New Mexico One Call at 260-1990 or (800) 321-2537, no later than two full business days before the day you plan to dig.
6. Misrepresentation of any items in this request, either oral or written, may void any approval by the Meadows on Rio Grande Homeowners Association Architectural Review Committee.

Owner Signature _____ Date _____

Submit this request to:
Meadows on Rio Grande Homeowners Association
P.O. Box 7185 Albuquerque, NM 87194-7185
Email: ARC@meadowsonriogrande.org

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Describe proposed changes or additions (attach additional sheets if necessary): _____

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If approved by the Architectural Review Committee, the proposed improvements will be completed within _____ days of Notice of Approval.

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A change to a common wall requires the approval of adjacent OWNERS. Neighbor's signatures are required below.

_____ Address: _____ Circle: Approve / Object
(Signature)

(Printed Name)

_____ Address: _____ Circle: Approve / Object
(Signature)

(Printed Name)

FOR OFFICE USE ONLY

Date Received: _____ Submitted to Architectural Review Committee on: _____
Action: _____ Approved _____ Denied _____ Conditional Approval
Decision Letter sent on: _____