

**WILLOW HILLS HOMEOWNERS ASSOCIATION**

c/o Cheryle Barkwill, 2761 Brooks Range, Prescott, AZ 86301

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<http://www.willowhills-hoa.org/>

**Architectural Control Committee Design Change Approval Form**

You must provide all requested information prior to beginning work. Any omissions may cause unnecessary delays

1. Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Lot # \_\_\_\_\_

2. Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ License # \_\_\_\_\_

3. Description of work to be performed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Time period from beginning to completion of project: \_\_\_\_\_

5. Materials to be used: \_\_\_\_\_  
\_\_\_\_\_

6. Exterior color scheme: Stucco \_\_\_\_\_ Fascia \_\_\_\_\_

Posts and Beams \_\_\_\_\_ Other \_\_\_\_\_

Sample stucco & fascia colors must be painted on the house and approved by the ACC prior to any exterior painting

7. Other relevant information: \_\_\_\_\_  
\_\_\_\_\_

If applicable, please attach an accurate drawing of your Lot depicting the exact location of the proposed work to be done. Drawings or brochures of similar projects may also be submitted. Major construction projects must include elevation drawings.

I agree to maintain all improvements, to comply with all applicable city and state laws and obtain all required permits and that no work will begin until I have received approval in writing from the Architectural Control Committee and that all work will be completed with \_\_\_\_\_ days of start of project.

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

**For ACC use only**

\_\_\_\_\_

Received: \_\_\_\_\_ Returned for information: \_\_\_\_\_

Meeting date: \_\_\_\_\_

Disposition: \_\_\_\_\_  
\_\_\_\_\_

**INITIAL APPROVAL** Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FINAL SIGN OFF** Signature: \_\_\_\_\_ Date: \_\_\_\_\_