

**ANCALA HOMEOWNERS ASSOCIATION**  
**ARCHITECTURAL CONTROL COMMITTEE APPLICATION FOR IMPROVEMENT**  
11806 E. Via Linda Scottsdale, AZ 85259  
Phone: (480) 661-1066 · Email: [execdir@ancalahoa.org](mailto:execdir@ancalahoa.org)

Property Owner Name: \_\_\_\_\_ Date: \_\_\_\_\_

Lot #: \_\_\_\_\_ Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_ Other Contact info: \_\_\_\_\_

**Type of Improvement, Alteration or Change (check the item(s) that apply)**

**Exterior Painting** (required for repaint of existing color or color change)

*The LRV for Ancala North, East and West is 40 and below and the LRV for Ancala is 60 and below. Please provide a 4'x4' sample on the street side of your home and attach a sample of the paint swatch to the application.*

Base Color and Manufacturer Number: \_\_\_\_\_ Light Reflective Value: \_\_\_\_\_

Trim Color and Manufacturer Number: \_\_\_\_\_ Light Reflective Value: \_\_\_\_\_

- Landscaping
- Structural Change to Building (add room, etc)
- Other

**Please describe here:**

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**Type of Material to be used:**

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**Contractor Name & Phone # (if applicable):** \_\_\_\_\_

The following items are **REQUIRED** for all applications except exterior paint. Please check the box below indicating you have submitted these items with your request and submit your request by email to the Executive Director at [execdir@ancalahoa.org](mailto:execdir@ancalahoa.org) or to the front guard gate located at 11806 E Via Linda Scottsdale, AZ 85259.

- Plat/Site Plan (full scale) showing the final proposed location of change with measurements and dimensions
- Detailed, full scale Blueprints, Architectural Plans and Drawings
- Detailed full scale Drawing or Survey of house or lot showing the size and location of the proposed change **outlined in red**
- Photos, brochures, clippings or other visuals
- Color Scheme or color of material (identify proposed coloring and provide sample(s))
- Fees and Deposits \*(make check payable to Ancala Homeowners Association)

Lot # \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE NOTE THE FOLLOWING PROVISIONS:**

- **INCOMPLETE SUBMITTALS WILL BE DENIED**
- Construction must begin within one year of Application approval and must be completed within one year thereafter.
- Any damage to nearby common or private areas must be corrected within fifteen (15) days of completion of construction.
- The Property Owner is responsible for obtaining any applicable City or County Building Permits.
- Original drainage pattern must be maintained.
- Exterior paint regardless if color change or repainting existing color, requires an Application and approval of the Architectural Control Committee.
- All front and rear yard lot lines must be strictly adhered to.
- Contractors cannot stage work or store materials on the street. The property owner is responsible for any violation by the contractor. If a violation occurs, the Property Owner will incur a \$100 per incident fine which will be deducted from the security deposit and the work will be stopped until the deposit is restored to its full amount.
- Speed limits and traffic regulations will apply to all contractors who enter and travel within the Ancala community. If a contractor violates any speed or traffic regulations, the Property Owner will be responsible for the fine incurred, in accordance with the fine schedule published by the Ancala Homeowners Association.
- Construction work must be performed on the Lot between the hours of 6:00 AM to 6:00 PM. No work shall be done outside of these hours and no work shall be done on Sundays or Federal Government recognized legal holidays.
- No member of the Ancala Homeowners Association Architectural Control Committee, Board of Directors, or Managing Agent shall be responsible in any way for any defects in any plans and/or specifications submitted in accordance with the rules and regulations of the Committee, nor for any structural defects in any building or structure erected according to such plans and specifications.
- If not approved, this Application may be appealed to the Ancala Board of Directors.
- The Property Owner agrees to comply with all applicable city and state laws, and to obtain all necessary permits. Approval by the Ancala Architectural Control Committee shall not be deemed a warranty or representation as to the quality of such construction, installation, addition, alteration, repair, change or other work, or that work conforms to any applicable building codes or other federal, state or local law, statute, ordinance, rule or regulation.
- Ancala Homeowners Association may require a fee and/or refundable security deposit upon submission of the application for your project. Contact the Executive Director to determine applicable fee and deposit amount required with the Application.
- Architectural Control Committee requests will be reviewed at the next meeting of the ACC provided application is received by the first Tuesday of the month. Applications received after the first Tuesday of the month will be reviewed at the following month's ACC meeting. Requests will be approved, denied or returned for additional information.
- The Property Owner's signature on this Application means the Property Owner understands and agrees to all provisions noted.
- Any debris or trash that is on the street following work on an approved project must be removed by the property owner to the satisfaction of the HOA.

**I have read the provisions of this Application and understand and agree to follow them and agree that all information provided in the description of the project is accurate.**

Property Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

Property Owner E-mail address and preferred contact number: \_\_\_\_\_

Lot # \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Fees and Deposits**

Type of Project	Total amount required with submittal	Non-Refundable Fees	Refundable Deposit
New construction	\$4,550	\$3,000	\$1,550
Remodel/Addition > 1,000 sf	\$1,250	\$750	\$500
Remodel/Addition < 1,000 sf	\$1,000	\$500	\$500
Landscape/Hardscape* <i>*includes fountains, mailboxes, awnings, gazebos, pergolas and any other hardscape structure or architectural change to the exterior of the residence.</i>	\$700	\$200	\$500
Re-inspection fee for failed inspection	\$200	\$200	\$0
Variance Request	\$650	\$650	\$0

*\*Fees are not required for exterior painting, exterior door changes, satellite dishes or solar panels; however Architectural Control Committee approval is still a requirement. Architectural changes made without committee approval may be required to be brought into compliance and may be subject to fines.*

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**“Office Use Only”**

Application Submission Date: \_\_\_\_\_ HOA Deposit Required (Y or N): \_\_\_\_\_

Received Date: \_\_\_\_\_ Check # \_\_\_\_\_

Executive Director Signature \_\_\_\_\_ Date: \_\_\_\_\_

Date sent to committee for review: \_\_\_\_\_

The Above Described Architectural Change Has Been

\_\_\_\_\_ APPROVED \_\_\_\_\_ DISAPPROVED \_\_\_\_\_ DEFERRED PENDING ADDITIONAL INFORMATION

ACC INFORMATION REQUEST OR RECOMMENDATION:

\_\_\_\_\_  
\_\_\_\_\_

This decision is subject to the following conditions (if applicable):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Decision Date: \_\_\_\_\_ by Architectural Control Committee, Ancala HOA

Date the decision letter was sent to Property Owner: \_\_\_\_\_