

## SRCA ARCHITECTURAL APPLICATION CHECKLIST

### Additions/Guest House/ADU

**Please be sure your project meets any guidelines before submitting for approval.**

This checklist is for guidance ONLY-please refer to the SRCA Architectural Guidelines for the specific requirements relating to your project. You may require additional checklists, depending upon the type of project proposed. Please see plan my project at [www.scottsdaleranch.org](http://www.scottsdaleranch.org) for more information, full guidelines, and applicable architectural rules.

Any addition to the exterior of the home, including, but not limited to a guest house, room extensions, and enlargements, enclosures of covered patio space, require Architectural Committee review and approval prior to installation; please allow sufficient time for disclosure to neighboring properties.

**In order to create and maintain harmony and consistency within a property, when choosing materials and finishes (for walls, fences, gates, landscaping, driveways, walkways, and hardscape elements), having a large number of different materials, textures, or designs is to be avoided. The Architectural Committee reserves the right to deny applications which would result in too many different materials, textures, or designs being visible.**

**Please submit the following, in addition to your completed and signed SRCA Architectural Application for SRCA review:**

- A filled out and signed architectural application.
- A current picture of the front of your house as seen from across the street is required with every submittal.
- Full plans to include but not limited to, plot plan, setbacks to privacy walls/shared lot lines/inside edge of the sidewalk, lot coverage % before and after is to be on the physical (24" x 36") and pdf plans, exact dimensions, and full elevation drawings of each exterior wall that show the scaled existing and new together.
- All information is to be emailed and delivered to HOA office architectural liaison.
- All various project checklists, walls/roof/windows/doors/lighting... that relate to all the changes being made will help you gather all the required documents, pictures and drawings to start the review process <https://www.scottsdaleranch.org/plan-my-project-architectural-guide/>.
- Color photos of the entire exterior of the home's affected areas. Multiple views of affected areas, from as far back as possible.
- A complete narrative of all the changes that will be done. This is what will be used for your project description.
- A construction timeline schedule is required with the submittal.
- Any driveway, walkway and landscape modifications proposed. Please see driveways/walkways and landscape checklists for necessary items and information required for submittal.

If you have any questions, please contact Diane Botica the Architectural Liaison at 480-860-2022 or [dbotica@scottsdaleranch.org](mailto:dbotica@scottsdaleranch.org).