

Date Received: \_\_\_\_\_ Received by: \_\_\_\_\_

**VILLA MONTEREY IMPROVEMENT ASSOCIATION**

**4823 N. 75<sup>th</sup> Way**

**Scottsdale, AZ 85251**

**December 2022**

[www.villamontereyone.org](http://www.villamontereyone.org)

**Request for Exterior Change Approval**

Any changes to the front exterior of the unit must first be approved by the Villa Monterey Improvement Association Board of Directors and then must be submitted to the City of Scottsdale Historic Preservation Commission (SHPC, 7447 E. Indian School Road, Scottsdale, AZ 85251) for approval. If the SHPC makes changes to the homeowner's request, the homeowner must resubmit the request to the Board for approval. It is the responsibility of each homeowner to obtain the proper permission, permits, and licenses for such changes.

All projects to the exterior of the house are required to have a Board of Directors approved start and completion date.

Submit this form to the Board ([info@villamontereyone.org](mailto:info@villamontereyone.org)) when completed.

**Owner's Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Description of proposed change (photos are helpful):**

**Start Date:** \_\_\_\_\_ **Completion Date:** \_\_\_\_\_

**Resident Signature:** \_\_\_\_\_

**Board Approval Date:** \_\_\_\_\_

**SHPC Approval Date:** \_\_\_\_\_