

Loma Encantada Homeowners' Association
P. O. Box 1782, Santa Fe, NM 87504-1782
www.mylehoa.org

Architectural Request Form

Name: _____ Address: _____, Santa Fe NM 87501

Email: _____ Phone: _____

Please attach plans, drawings or photos, and specifications with a complete description of the proposed request. All supporting documents will become part of the permanent LEHOA record.

A representative of the Architectural Styles Committee will contact you within ten (10) days to initiate your request.

Purpose of the request (Why do you desire the modification/change?) _____

Context of the request (How is the modification/change visible to Neighborhood?) _____

Description of the project, including size of structure, location, materials, type of construction, color, etc. Use additional sheets and drawings, if necessary.

Work to be performed by: _____

Please return this form by email or U.S. Mail to:

Brenda Howard, Architectural Styles Co-Chair – brocksite@mac.com, (214)-497-0868, 376 Calle Colina

The Homeowner agrees to maintain the improvement if approved by the Board of Directors acting as the Architectural Styles Committee or its duly appointed representative.

Signature of Homeowner

Date Signed

The above-described Architectural Styles request is _____ Approved _____ Disapproved

Signature of Board Director

Date Signed

THIS CHANGE IS TO BE COMPLETED WITHIN SIX (6) MONTHS FROM COMMENCEMENT OF CONSTRUCTION UNLESS OTHERWISE APPROVED.

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Guidelines to Reduce the Impact of Construction Projects in LEHOA Neighborhood

Building Requirements: The City of Santa Fe requires permits for all construction including fences, stucco, and extensions/additions. The Owner assumes all responsibility for complying with City Building Permit requirements.

In a progressive community, there will be ongoing projects including repairs, maintenance, and remodels. These projects generally involve a bustle of activity and associated noise. These construction characteristics can be disruptive to the surrounding neighborhood.

The LEHOA Board of Directors advances the following guidelines to reduce construction disruption to the neighborhood:

- Homeowner is responsible for the contractor's performance to prevent Common Property and Roadways being damaged from work or used as storage areas.
- Construction activities should be restricted to 8:00 AM to 5:00 PM.
- Contractors should allow for easy ingress and egress of neighbors. No blocking of driveways and roadways for extended periods of time.
- Noise should be minimized to the extent reasonable. As an example, loud playing of radios should be avoided.
- When it is deemed necessary to perform construction activities on a weekend or on a holiday, it is recommended that the immediate neighborhood be advised.
- The length of time required for a construction project should be as short as possible.
- Exceptions to the Guidelines should be addressed to the Chair of the LEHOA Maintenance Committee.
- Emergencies such as repair and maintenance of utilities and home safety repairs are understood.