



Master Architectural Committee Application

This form must be completed for any exterior change to your home, to include front and back yard landscaping. For condos, all changes

Deliver to: Gainey Ranch Community Association
Attn: Architectural Coordinator
7720 E Gainey Ranch Road
Scottsdale AZ 85258

Email to: architect@gaineyranchca.com

Name: _____ Best Phone: _____

Community Name & Lot/Unit #: _____ Email: _____

Include the \$___ application fee, all pertinent information outline by the architectural coordinator, and 2 copies of architectural and/or landscape plans.

Brief Description of Project (i.e. replace windows, landscape plan). Provide full description on second page.

Both the Satellite and Master Architectural Committees must review and approve this project prior to you starting this project. To start this project prior to approval may result in a fine up to \$ XYX.

The Satellite Association and GRCA Master Architectural Committees shall make every reasonable effort to review applications submitted to them and to furnish a written decision to the applicant within **fifteen (15) working days** setting forth the reasons for its decisions. However, in the event the Master Architectural Committee fails to render a written decision within a thirty (30) working day period, the decision time limit shall automatically extend month to month unless the applicant requests in writing via US Postal Service Certified Mail to the attention of the Gainey Ranch Executive Director an immediate decision. Upon the Executive Director's receipt of such notice, a written response must be rendered within fifteen (15) working days or the application shall be deemed approved. The Master Architectural Committee may disapprove in writing any application **if there is not sufficient information** submitted for the Master Architectural Committee to exercise the judgment required for these rules.

I have read the information on this application and I understand that I must abide by all GRCA & MAC rules, and that I can find a copy of the GRCA CCR's and MAC rules on the GRCA website. I also understand I am required to meet all regulations set by the city, state or country governments.

Owner's Signature: _____
(your signature is required for application submission)

FOR MAC USE ONLY

Date Received: _____	Date Fee Received: _____
Date Satellite Approved: _____	Check #: _____
Date MAC/Staff Approved: _____	Cash: _____
Executive Director Initials: _____	Apply to HOA account: _____
Arch. Coordinator Initials: _____	

Construction and Contractor Rules

Contractor Hours – Per the City of Scottsdale

Monday through Friday - May through October: 6 am – 5 pm

Per the GRCA, no construction activity that generates excessive noise until 6:30 am

Monday through Friday - November through April: 7 am – 5 pm

Saturday: 8 am – 4 pm with no loud construction or activities generating loud noise

Sundays and Holidays – contractors not permitted

Cleanliness of Construction Site

The construction site shall be maintained in a safe, clean, orderly and dust-free condition at all times. All trash, debris, mud, refuse and other undesirable material shall be collected daily, placed in suitable containers and removed from the site weekly.

Dumpsters, Port-A-Potty, Storage Pods, etc.

If you need to have a dumpster, port-a-potty, or storage pod on site for your project:

- Call the architectural coordinator at 480-951-0321 several business days in advance to obtain the necessary approval.
- Dumpsters must...
 - be able to fit in your driveway or in your garage with enough space to be able to close the garage door.
 - not block the sidewalk.
 - not have graffiti on it.
 - be covered at night.
- Port-a-potties must ...
 - be shielded from neighbors.
- Storage pods for homeowner's personal items must...
 - be able to fit in your driveway or in your garage with enough space to be able to close the garage door.
 - not block the sidewalk.
 - not have graffiti on it.

Parking

- Contractors must either park in your driveway or park in front of your home. This usually means no more than 4-5 contractors can be parked at your home at any point in time.
- If the contractor brings a trailer, that trailer is counted as one vehicle.
- Contractors must park on the same side of the road to allow easy access for emergency vehicles.
- If you need more space for contractors' vehicles than can fit in front of your home and in your driveway, please contact the Security Office at 480-596-0125 to make special arrangements.

**Gainey Ranch Community Association
Contractor Work Rules & Acknowledgment Form**

This form must be signed and submitted prior to the start of any construction, remodeling, or landscape work within Gainey Ranch. Contractors and owners are responsible for compliance with all GRCA and MAC rules.

Property & Owner Information

Owner Name: _____

Property Address: _____

Phone / Email: _____

Contractor Information

Company Name: _____

Primary Contact Person (on-site supervisor): _____

Contact Phone Number: _____

ROC License Number: _____

Permitted Construction Hours

Construction activity, contractor presence, deliveries, and equipment operation are permitted only during the following hours:

- Summer Hours: April 1st - October 31st. Monday through Friday, 6:00 a.m. to 5:00 p.m.
- Winter Hours: November 1st - March 31st. Monday through Friday, 7:00 a.m. to 5:00 p.m.
- No work permitted on Sundays or Association-recognized holidays

Parking & Vehicle Restrictions

- Contractor vehicles may not block driveways, fire lanes, mailboxes, or sidewalks.
- Parking is limited to areas immediately adjacent to the project property or other designated areas as assigned by GRCA.
- No overnight parking of contractor vehicles, trailers, or equipment within the community.
- No parking on landscaped areas or common areas at any time.
- Parking only on one side of the street

General Contractor Rules

- All work must match plans approved by the Gainey Ranch Master Architectural Committee (MAC).
- City permits must be posted and visible when required.

**Gainey Ranch Community Association
Contractor Work Rules & Acknowledgment Form**

- Contractors are responsible for maintaining a clean and orderly job site at all times.
- Debris must be contained and removed regularly daily. Sidewalks, streets, and other common areas surrounding the project shall be inspected and cleaned of construction material.
- Noise, dust, and debris must be minimized to avoid impacting neighboring properties.
- Any damage to common areas, streets, or neighboring property will be repaired at the contractor/owner's expense.
- Contractors must follow all security and access procedures established by GRCA.

Safety Responsibility

- Contractor shall be solely and completely responsible for conditions of the job site, including the safety of all persons and property during the performance of the Work. This requirement shall apply continuously and shall not be limited to normal working hours.
- Contractor shall provide competent and adequate supervision at all times during performance of the Work. Contractor shall be responsible for the acts and omissions of its employees, subcontractors, agents, and anyone directly or indirectly employed by Contractor.
- Contractor shall comply with all applicable federal, state, and local laws, regulations, codes, and ordinances relating to safety, including but not limited to standards and regulations promulgated under the Occupational Safety and Health Act (OSHA).
- Contractor shall take all necessary precautions for the safety of workers and others on or near the project site and shall provide all necessary protection to prevent injury, loss, or damage to persons or property. Contractor shall be responsible for implementing and maintaining appropriate safety programs and procedures in connection with the Work.
- Contractor shall promptly correct any unsafe condition or practice that may be identified by the Association, its agents, or any governmental authority. The Association shall have the right, but not the obligation, to stop the Work if unsafe conditions are observed, without penalty or liability to the Association.
- Nothing in this Agreement shall be construed as giving the Association control over the means, methods, techniques, sequences, or procedures of construction, all of which are solely the responsibility of Contractor. Contractor acknowledges that it is an independent contractor and is solely responsible for job site safety and OSHA compliance.
- Contractor shall immediately report to the Association any accident, injury, property damage, OSHA citation, or safety-related incident occurring in connection with the Work and shall provide a written report within 24 hours.
- Contractor shall defend, indemnify, and hold harmless the Association, its directors, officers, employees, agents, and members from and against any and all claims, damages, fines, penalties, losses, or expenses (including attorney's fees) arising out of or related to Contractor's failure to comply with safety laws or maintain safe working conditions.

**Gainey Ranch Community Association
Contractor Work Rules & Acknowledgment Form**

Acknowledgment & Agreement

I acknowledge that I have read and understand the Gainey Ranch contractor rules. I agree to comply with all requirements and understand that violations may result in fines to the homeowner and suspension or removal of my company's ability to work within Gainey Ranch.

Contractor Signature: _____

Printed Name: _____

Date: _____

Owner Signature: _____

Printed Name: _____

Date: _____

Gainey Ranch

Master Architectural Application Fee

Name: _____

Date: _____

Community: _____

Please charge the application fee to my account

Signature: _____