

# Property Modification Application (Revised 5-9-2024)

## Submit Application to:

Shoreline Design Review Committee  
C/O Amy Telnes Management Services  
500 N Lake Havasu Ave. Ste. A104  
Lake Havasu City, AZ 86403  
Phone: 928-505-1120  
[amy@atmshoa.com](mailto:amy@atmshoa.com)

Tract Name Sienna Villas

Lot # \_\_\_\_\_

Homeowner Name: \_\_\_\_\_ Home Phone# \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Property Address: \_\_\_\_\_ Lake Havasu City, AZ 86403

Mailing Address: \_\_\_\_\_ (If other than property address)

Email Address: \_\_\_\_\_

Contractor's Name : \_\_\_\_\_ Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

## Project Categories

**Please check ALL that apply to proposed addition and or modification to which you are applying.**

**The Fee & Compliance Deposit is based on the highest category marked within a project with multiple items. Submit Check with Application**

Level 1	Level 2	Level 3	Level 4	Level 5
Fee \$0	Fee \$25	Fee \$25	Fee TBD	Fee \$500
Compliance Deposit \$0	Compliance Deposit \$200	Compliance Deposit \$300	Compliance Deposit \$500	Compliance Deposit \$1000
Garden Art	All Doors or Window Modification	Patio Covers/Awnings (any)	Exterior Staircases	Room Addition
Flag Pole	Lighting addition or change	Landscape Modification	Enclosed Patio Addition	Balcony Addition
Solar Panels	Gutters / diverters / downspouts	Fencing & Gates Add/Modify	Gazebo or other Structure	
	Exterior Elevations (Rock)	Other - List Below	Exterior Elevations (Painting)	Level 6
	Landscape Hardscape		Swimming Pool/Spa	Fee \$1000
* Requires Neighbor's written approval of the change	Gates / Fencing			Compliance Deposit \$2000
	Original Wall Modifications *			New Construction

Maintenance to existing landscaping including replacing plants with a like species and size do not require application or approval

Landscape additions in back yards that will not appear or grow to a height above existing property walls do not require application or approval

Design Review Committee may require, as part of the approval process, that you obtain written approval from affected property owners.

Please note that projects which include contractor's require them to contact HOA for completion of application, pay an additional Compliance Deposit & submit an insurance certificate w/HOA being an additional insured.

### Submittal Requirements

(2) full copies of the plans and or drawings showing FULL details including dimensions, designs, landscaping and additions.

Completed and signed Application

Check for total amount of all fees & compliance deposits

Submittal of signed "Neighbor Consent" form if required

### Project Approval

You will receive written notice back of the approval of project. You may start project once you have written approval in hand.

Homeowners Signature \_\_\_\_\_

Date Submitted \_\_\_\_\_

**The Design Review Committee has determined that the above submitted project is:**

Approved as per submittals	Approved with Conditions	Request Further Information	Not approvaed as submitted
1	1		
2	2		
3	3		

Additional Comments \_\_\_\_\_

Signed by DRC representative \_\_\_\_\_

Date \_\_\_\_\_