

Malibu HOA Property Modification Application

Submit Application to:
 Malibu HOA Architectural Review Committee
 C/O Amy Telnes Management Services
 2563 N. Kiowa Blvd.
 Lake Havasu City, AZ 86403
 Phone: 928-505-1120
 amy@atmshoa.com

Adopted 3-27-2023

Lot # _____

Homeowner Name: _____ Phone # _____

Property Address: _____ Lake Havasu City, AZ 86403

Mailing Address: _____ (If other than property address)

Email Address: _____

Contractor's Name : _____ Contact: _____ Phone: _____

FAILURE TO SUBMITT PROJECT TO THE HOA WILL RESULT IN A \$100 LATE FEE PLUS ALL FEES LISTED BELOW

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
Non-refundable >>	None	\$25	\$50	\$500
Refundable >>	None	\$400	\$1,000	\$3,000
	Exterior Doors	Exterior Elevation Modification	Enclosed Patio	New Construction
	New Trees	Exterior Elevations (Painting)	Fencing New	Exteriors Additions
	Yard Art	Fencing Modification	Hardscape Modification	In Ground Swimming Pool/Spa
	Non Permanent Modifications	Pavers/Driveways	Shade Structures of Any Kind	<i>Anything that requires a permit</i>
	Landscape Lighting	Gates New/Modify		

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

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

Projects which include contractors are require to contact Malibu HOA and provide a insurance certificate with Malibu HOA being additional insured.

Submittal Requirements:

- Drawings with color selections.
- New construction requires full copies of the plans and drawings showing FULL details including dimensions, designs, paint colors and landscaping
- Completed and signed Application
- Check for total amount of all fees & compliance deposits

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 Architectural Review Committee has determined that the above submitted project is:

	Approved/Not Approved	Date	Changes	Additional Information Requested
1				
2				
3				

Signed by review committee representative

Date

Malibu HOA

Architectural Committee Application and Construction Agreement

The Architectural Committee is to preserve, maintain, and enhance property values and the inherent beauty of homes within the Malibu HOA. This document was originally created by the Architectural Committee on December 22, 2009 and updated on July 27, 2023.

The approval process shall be as follows:

- A. Applicant will complete, execute, and submit this Construction Agreement form along with a check payable to "Malibu HOA" in an amount according to the schedule on the Malibu HOA Property Modification Application.
- B. The submittal for new construction will also require the following:
 - o A complete set of plans with elevations and a site plan with home positioning on the subject lot.
 - o A detailed description of materials for exterior including a sampling of colors to be used including: stucco, walls, roof tile, and trim. All houses will be required to contain both front and rear landscaping. Landscaping should be a minimum of at least 6 shrubs or trees for vegetation.
- C. The Architectural Committee will review all submissions within 10 days of acceptance and provide a written response to the owner. The Committee will try to respond as quickly as possible to accommodate all applicants. Approvals or modifications to the request will be in writing. Any modifications requested by the Architectural Committee will not require an additional fee to be paid.
- D. Prior to construction, the general contractor will be required to execute an Architectural Committee Contractor Agreement.

Guidelines and Requirements

1. General Guidelines - No grading, landscaping, or building shall occur on any lot until the plans have been submitted, reviewed and approved by the Architectural Committee.
2. Common Areas - All common boundaries between the lots shall maintain visual continuity. The design shall emphasize the idea of a cohesive community. All common tract areas shall be restricted to support the entire Homeowners Association and any usage by owners within the subdivision must be approved by the Committee.
3. Drainage - Any development shall not contribute to further soil erosion. Natural drainages or those provided to support the park area shall be preserved.
4. Landscaping - All homeowners are required to have the front and rear of the home landscaped. The general appearance of each lot shall be maintained in a manner which reflects a well-maintained, quality neighborhood. At a minimum, weeds should be controlled to prevent an "unkept" appearance.
5. Building Guidelines & Specifications:
 - A. Height - The maximum height shall be established by the Lake Havasu City Planning & Zoning Department.
 - B. Setbacks - All setbacks shall be in accordance to the requirements of Lake Havasu City Planning & Zoning Department. All homes will be required to have a minimum of 3' side set backs from property lines.

C. Walls - All exterior walls shall be of similar coordinated materials and painted to coordinate with the color scheme of the house. Wood and wrought iron shall be acceptable materials if they are in combination with masonry, brick, block, or stucco. Wood, chain-link, or wire are not acceptable. Wall height shall not exceed 6' measured on the vertical from the exterior grade.

D. Building Materials -

1. All homes shall have exterior masonry and stucco construction and shall have earth-tone colors. All home exteriors shall blend with the natural surroundings and landscaping.

Exterior Color: _____ Sample Provided: Yes No

2. All exposed gutters, downspouts, and sheet metal shall be painted to coordinate with the color scheme of the house.

Color: _____ Sample Provided: Yes No

3. All roof apertures shall be painted to match adjacent roofing surfaces. Roof materials shall be non-reflective. No gravel or asphalt shingle roofs will be allowed – tile only

4. Heating and cooling equipment shall not be permitted on the roof surfaces. Solar panels are allowed if they can be effectively integrated into the design of the home and are not visible from the roadway or adjoining lots.

E. Accessory Structures - All accessory structures must be approved by the Architectural Committee. Accessory structures include: guest homes, pet kennels, gazebos, pools, and storage sheds.

Accessories to be considered with this request: _____

F. Garage and Vehicle Parking: All homes shall have a minimum of a two-car garage. Carports and awnings are not allowed.

Boats, campers, trailers, trucks, motor homes, and recreational vehicles kept on the lot shall be screened from view of the roadway and adjoining lots. Screening materials may include landscaping.

Parking on the street is not allowed by residents as their normal parking area.

G. Utility Yards - Items included but not limited to, building materials, clothes lines, and firewood storage, shall only be permitted behind walls or within enclosed areas and shall be screened from view from the roadway or adjoining lots.

H. Mechanical and Electrical Equipment - All heating and cooling units, pool and spa pumps, and mechanical control equipment shall be internal or ground mounted behind walls, landscaping or within enclosed areas in order to be screened from street view.

I. Garage Doors - The association requires metal raised panel, or wood veneer doors, with raised panels with or without window lights, or flat panels as approved. Color should blend with exterior house color or trim and "white" is not an acceptable color. Garage doors that are visible from the street must be of industry standard.

J. Trash Receptacles and Removal - Trash receptacles shall be stored in the garage or within an enclosed area, except on the day of pick-up when they may be placed curbside on respective driveway areas. Receptacles shall otherwise be concealed from view from the roadway and adjoining lots.

K. Signage - Owners are allowed to place a "for sale" or realtor sign on their property. Offsite signs are not permitted. The sign should be removed immediately on completion of the sale. During the construction of a home, a single sign with the name of the general contractor or owner may be installed. Additional signs for sub-contractors are not permitted. Construction signs must be removed immediately upon completion of the project. No sign may exceed 24"x 36" and all signs should be of quality construction.

Construction must be started within one (1) year from approval and must be completed within (1) year after construction begins. If construction is not started within the timeframe, owner must re-submit an application and comply with the current regulations established by the Architectural Committee. If construction goes beyond the (1) year after construction begins, the HOA will assess an inspection/management of \$150 per month until completion.

Any changes in materials, colors, or design from what is approved in this document must be re-approved by the Architectural Committee.

By executing this document, I understand that it is my responsibility to abide by the guidelines presented in this document as well as those dictated in the CC&R's established for the development. I further understand that it is my responsibility to contact the utility company prior to any trenching or installing of meters for the approved location.

I hereby certify that the Application is an accurate and complete description of all construction details and that construction will be completed as described herein.

I understand that all contractors and subcontractors working on my property are my responsibility and that I am responsible to the Association for any actions which results in damages to either the road or adjacent properties.

I agree to submit any proposed changes to the original plans and specifications provided to the Architectural Committee for approval and that said changes will not be made until I have received approval in writing from the committee.

I acknowledge and agree that if I do not abide by the agreement or use unapproved materials or make modifications not approved by the committee that the Association has the right to impose fines or take legal action and said expenses incurred shall be the sole responsibility of this applicant.

Property Owner: _____ Date: _____

The following is to be completed by the Malibu HOA Architectural Committee

This request is hereby: Approved Declined

Modifications (if any) _____

By: _____
Architectural Committee

Plan View

Malibu HOA

Architectural Committee Contractor Agreement Construction Requirements - Contractors

- A. Any change in materials, colors, or design from the approved plans must be re approved by the Architectural Committee.
- B. Construction work can only be performed Monday through Saturday between the hours of 6:00 a.m. and 5:00 p.m. Hours can be seasonable adjusted. No construction work is allowed on Sunday.
- C. The contractor may place a sign, however, the sign may not exceed 24" x 36" and must be removed upon completion of construction. An additional sign is allowed for realtor, however, no subcontractor signs are allowed. If the house is a model home, additional signage and flags for model homes must be in conjunction with Lake Havasu City regulations.
- D. No construction equipment or materials may be placed on, or left in, the street or on neighboring property. Construction equipment and materials may be placed on a vacant lot with lot owner approval. After construction hours, the site should be maintained in a neat and presentable appearance free of debris.
- E. No open fire on construction sites.
- F. A minimum 5/8 diameter hose connected to a water supply shall be ready for immediate use to any area of the construction site once lumber has been placed on site.
- G. Music may be played at the job site; however, the volume shall be kept as not to be distractive to surrounding owners. Owners and contractor's are responsible for policing the actions of their subcontractors in this regard.

I hereby certify that I have read this entire document and understand the rules and requirements listed herein. I understand that should I fail to abide by these rules, the owner may be subject to fines imposed by the association.

General Contractor: _____ Date: _____