



## Exterior Selections

Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Date: \_\_\_\_\_

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

**Roof**

\_\_\_\_\_  
\_\_\_\_\_

**Stucco**

\_\_\_\_\_  
\_\_\_\_\_

**Stone**

\_\_\_\_\_  
\_\_\_\_\_

**Windows**

\_\_\_\_\_  
\_\_\_\_\_

**Concrete/Pavers**

\_\_\_\_\_  
\_\_\_\_\_

**Front Door**

\_\_\_\_\_  
\_\_\_\_\_

**\*\* Please include landscape plan, floor plan, and elevation.**

**\*\* Include color and manufacturer with each above selection.**

### **Viewpoint Estates Homeowners Association**

Amy Telnes Management Services LLC  
500 N Lake Havasu Ave. Ste. A104  
Lake Havasu City, AZ 86403  
amy@atmshoa.com  
928-505-1120



## Exterior Selections

Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

Property Address: \_\_\_\_\_

Stucco (Manufacturer & Color): \_\_\_\_\_

\_\_\_\_\_

Exterior Stone (Manufacturer & Color): \_\_\_\_\_

\_\_\_\_\_

Windows (Manufacturer & Color): \_\_\_\_\_

Roof Tile (Manufacturer & Color): \_\_\_\_\_

Concrete or Paver driveway (Manufacturer & Color): \_\_\_\_\_

\_\_\_\_\_

Front Door (Manufacturer & Color): \_\_\_\_\_

Description of Front Landscape (Please include landscape plan): \_\_\_\_\_

\_\_\_\_\_

**\*\* Please attach floor plan and elevation.**

**\*\* Renditions may take up to 2 weeks for turnaround.**

# VIEWPOINT ESTATES HOMEOWNERS ASSOCIATION

500 N Lake Havasu Ave. Ste. A104, Lake Havasu City, AZ 86403

Received: \_\_\_\_\_  
(Date)

Reviewed by Committee: \_\_\_\_\_  
(Date)

- ☐ Application
- ☐ Plans (2 sets)
- ☐ Deposit & Plan Review Fees
- ☐ Color samples

- ☐ Approved.
- ☐ Disapproved.
- ☐ Notification mailed \_\_\_\_\_

## REQUEST FOR PLAN REVIEW BY ARCHITECTURAL COMMITTEE

Date: \_\_\_\_\_

To: **Viewpoint Estates Association**

From: \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

I wish to submit the following information, attached plans and specifications and color samples for review and approval by the Architectural Committee. Pertinent information is as follows:

Tract \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

Street Address: \_\_\_\_\_

House Plans  
Landscape Plans

Variance  
Other (describe) \_\_\_\_\_

Patio Cover

Addition to Existing  
Fence/Wall Plans  
Pool

Owner \_\_\_\_\_ Contractor \_\_\_\_\_

Mailing Address \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Phone \_\_\_\_\_

# I. House \*\*\*

## Use

## Committee and Inspector

### Inspections

1. Front setback is \_\_\_\_\_ as noted on drawing # \_\_\_\_\_  
(min. = \_\_')
2. Rear setback is \_\_\_\_\_ as noted on drawing # \_\_\_\_\_  
(min. = \_\_')
3. Setback from street-side property line on corner lots  
is \_\_\_\_\_ as noted on drawing # \_\_\_\_\_  
(min.= \_\_')
4. Side setbacks are right side \_\_\_\_\_' left side \_\_\_\_\_' per drawing # \_\_\_\_\_  
(min.= \_\_')
5. Number of stories is \_\_\_\_\_' as noted drawing # \_\_\_\_\_  
(max. = \_\_)
6. Bldg. height is \_\_\_\_\_' as noted drawing # \_\_\_\_\_  
(max. = \_\_')
7. Living area sq. ft. is \_\_\_\_\_ as noted drawing # \_\_\_\_\_  
(min. = \_\_\_\_\_ sq ft.)
8. Enclosed garage size is \_\_\_\_\_ 'X \_\_\_\_\_' per drawing # \_\_\_\_\_  
(min. = \_\_\_\_\_ garage)
9. Roof material is \_\_\_\_\_  
(clay, ceramic or cement tile required if exposed)
10. Roof color\*\* is \_\_\_\_\_.
11. Exterior wall material is \_\_\_\_\_.
12. Exterior wall color\*\* is \_\_\_\_\_.
13. Exterior trim material is \_\_\_\_\_.
14. Exterior trim color\*\* is \_\_\_\_\_.
15. Window trim color is \_\_\_\_\_.  
(no natural aluminum color will be permitted)
16. Garage door color\*\* is \_\_\_\_\_.
17. A/C equipment location is shown on drawing # \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

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18. A/C equipment is screened/concealed per drwg. # \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

19. Evaporative cooler location is shown on drwg. # \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

20. Evap. cooler is screened/concealed from view on drwg. # \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

21. Exterior elevations are shown per drwg. # \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

## **II FENCE/WALL** (Property line, landscaping, retaining, etc.)

1. Wall locations are shown per drawing # \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

2. Wall design is shown per drawing # \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

3. Wall height in front setback is \_\_\_\_" per drwg. # \_\_\_\_\_  
(max. = \_\_\_\_\_ inches)

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

4. Wall height in rear setback is \_\_\_\_' per drwg. # \_\_\_\_\_  
(max. = \_\_\_\_\_ feet)

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

5. Wall height between setbacks is \_\_\_\_' per drwg. # \_\_\_\_\_  
(max. = \_\_\_\_\_ feet)

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

6. Wall material is \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

7. Wall color\*\* is \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

8. Gate material is \_\_\_\_\_ Gate color is \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

## **III LANDSCAPING \*\*\***

**(Bare or uncovered ground prohibited in front setback)**

1. Landscaping design is shown per drawing # \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

2. Automatic Irrigation to all plants noted per drwg. # \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

3. Inorganic ground material color is \_\_\_\_\_  
(\_\_\_\_\_ is required.)

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

4. Headers along side property lines are noted per drwg. # \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

## **IV DRIVEWAY & SIDEWALK**

1. Driveway details are shown per drwg. # \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

2. Conduit for utilities is shown per drwg. # \_\_\_\_\_  
(min. = (2) 2" sch. 40 PVC under driveway, 12" behind property line.)

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

3. Sidewalk details are shown per drwg. # \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

## V PORCH/PATIO COVER

1. Porch/Patio location is shown per drwg. # \_\_\_\_\_
2. Porch/Patio design is shown per drwg. # \_\_\_\_\_
3. Post material is \_\_\_\_\_
4. Post size is \_\_\_\_\_ "X" \_\_\_\_\_ "  
(min = \_\_\_\_\_)
5. Porch/Patio color\*\* is \_\_\_\_\_
6. Roof design is \_\_\_\_\_ open \_\_\_\_\_ solid
7. If roof design is solid, roofing material is \_\_\_\_\_
8. If roof material is not tile, please explain what efforts will be made to make patio cover aesthetically pleasing to neighboring units or streets.  
Explain \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

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## VI OTHER

(Use this section to describe any construction not listed above.)

1. Pool drainage line is shown per drwg. # \_\_\_\_\_  
(must drain to street)
2. Flag or basketball pole location shown per drwg. # \_\_\_\_\_
3. Satellite dish location is shown per drwg. # \_\_\_\_\_
4. Satellite dish is shielded from view per drwg. # \_\_\_\_\_
5. Other construction is shown per drwg. # \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

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Describe other construction: \_\_\_\_\_

## VII VARIANCE

1. Are you requesting any variance: \_\_\_\_ yes \_\_\_\_ no

If yes, describe \_\_\_\_\_

2. Variance is shown per drwg. # \_\_\_\_\_

1<sup>ST</sup> ☐ 2<sup>ND</sup> ☐ Final ☐

## ACKNOWLEDGMENT FOR ARCHITECTURAL APPLICATION

YOUR DEPOSIT WILL BE PLACED IN A NON-INTEREST BEARING TRUST ACCOUNT. IT WILL NOT BE COMMINGLED WITH THE ASSOCIATION FUNDS. TO OBTAIN A REFUND OF YOUR DEPOSIT, YOU MUST CONSTRUCTION IN COMPLIANCE WITH THE APPROVED PLANS. IF YOU ABANDON CONSTRUCTION OR FAIL TO OBTAIN APPROVAL OF CONSTRUCTION WITHIN ONE HUNDRED AND EIGHTY (180) DAYS OF YOUR A.R.S. § 33-1817 NOTICE WHICH THE ASSOCIATION IS REQUIRED TO PROVIDE WITHIN THIRTY (30) DAYS OF YOUR FINAL INSPECTION, THE DEPOSIT FUND WILL BE PAID TO THE ASSOCIATION WITH NO EXPENDITURE RESTRICTIONS.

NEITHER THE APPROVAL OF THE PLANS NOR THE APPROVAL OF THE ACTUAL CONSTRUCTION BY THE ASSOCIATION OR THE DESIGN REVIEW COMMITTEE SHALL CONSTITUTE A REPRESENTATION OR WARRANTY THAT THE PLANS OR CONSTRUCTIONS COMPLY WITH APPLICABLE GOVERNMENTAL REQUIREMENTS OR APPLICABLE ENGINEERING, DESIGN OR SAFETY STANDARDS. THE ASSOCIATION IN IT DESCRIPTION MAY RELEASE ALL OR ANY PART OF THE DEPOSIT TO THE MEMBER BEFORE RECEIVING A COMPLIANCE REPORT. RELEASE OF THE DEPOSIT TO THE MEMBER DOES NOT CONSTITUTE A REPRESENTATION OR WARRANTY FROM THE ASSOCIATION THAT THE CONSTRUCTION COMPLIES WITH THE APPROVED PLANS.

ALL PROJECTS ARE SUBJECT TO THE INSPECTION REQUIREMENTS PER ARS §33-1817(7). THE ASSOCIATION MUST CONDUCT THREE (3) ON-SITE INSPECTIONS AS REQUIRED IN ARS §33-1817(7).

FIRST ON-SITE INSPECTION IS REQUIRED TO CONFIRM SETBACKS, BUILDING ENVELOPE, VIEW CORRIDORS AND SUCH, COMPLIANCE. CALL FOR INSPECTION BEFORE THE FOUNDATION POUR.

SECOND ON-SITE INSPECTION IS REQUIRED TO CHECK ELEVATIONS (APPEARANCE AND HEIGHT). CALL FOR INSPECTION WHEN FRAMING IS COMPLETED.

FINAL ON-SITE INSPECTION IS REQUIRED FOR FINAL ELEVATIONS, COLORS AND LANDSCAPE. CALL TO SCHEDULE INSPECTION WHEN ALL WORK IS COMPLETED AND THE AREA CLEAN.

\*\* Color chips are required.

\*\*\* SEE GUIDELINES - All plans/drawings submitted must be to scale - plans/drawings not to scale will not be reviewed.

I certify this information represents what is intended to be built. I acknowledge and understand that the governing documents and Arizona Revised Statutes apply and I will abide by them.

---

(print name of person submitting)

---

(signature of person submitting)

Dated \_\_\_\_\_

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Tract\_\_\_\_\_ Block\_\_\_\_\_ Lot\_\_\_\_\_

Street Address:\_\_\_\_\_

For Committee Use Only:

**Plan Review Fee**

Received from\_\_\_\_\_ Amount\_\_\_\_\_ Ck#\_\_\_\_\_ Date\_\_\_\_\_

**Clean-Up/Compliance Deposit**

Received from\_\_\_\_\_ Amount\_\_\_\_\_ Ck#\_\_\_\_\_ Date\_\_\_\_\_

Refunded to \_\_\_\_\_ Amount\_\_\_\_\_ Ck#\_\_\_\_\_ Date\_\_\_\_\_



**ARCHITECTURAL COMMITTEE  
OWNER AUTHORIZATION  
FOR PLAN REVIEW AND CONSTRUCTION PERMIT  
APPLICATION**

THIS FORM MUST BE COMPLETED BY A PROPERTY OWNER IN ORDER FOR A CONTRACTOR OR REPRESENTATIVE TO SUBMIT AN APPLICATION FOR A PLAN REVIEW AND CONSTRUCTION PERMIT.

As record owner of Tract \_\_\_\_\_, Block \_\_\_\_\_, Lot \_\_\_\_\_ in the Association, I hereby appoint

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Company

to act as my agent in all dealings with the Architectural Committee ("AC") of the Association pertaining to construction of a residence or other exterior improvements on the above referenced lot.

This authorization will automatically terminate upon the completion of construction and issuance of the "AC" final inspection. If I elect to terminate this authorization prior to that time, I will notify the "AC" in writing.

I acknowledge that I remain the party responsible for adhering to all of the Association's governing documents. More specifically, I have read the Architectural Guidelines and understand the Association will hold me responsible to see that my contractor(s) adhere to those guidelines.

\_\_\_\_\_  
Owner – Print Name

\_\_\_\_\_  
Owner – Signature