

VIEWPOINT ESTATES HOMEOWNERS ASSOCIATION

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

Complete Package in Paper & PDF

Date Received: _____

1. ☐ Application With All Signatures Pages
2. ☐ Paper Plans 11x17 Minimum Size
3. ☐ Color Samples Per Page 8-9
4. ☐ \$ 150.00 Review Fee
5. ☐ \$ 2,500.00 Compliance Deposit for New Home
6. ☐ \$ 1,000.00 Compliance Deposit for Other Improvements
7. ☐ \$ 1,500.00 Water Meter Fee if Applicable
8. ☐ PDF copy of Complete Package

Reviewed by Committee

Meeting Date: _____

Or By Email: _____

☐ Approved

☐ Disapproved

☐ Notification Sent

By ☐ Mail or ☐ Email

REQUEST FOR PLAN REVIEW BY ARCHITECTURAL COMMITTEE

Date: _____

To: Viewpoint Estates Association

From: _____ Phone: _____ 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

☐ Patio Cover

☐ Addition to Existing

☐ Fence/Wall Plans

☐ Pool

☐ Other

Variance ☐ YES ☐ NO

Describe:

Owner: _____

Contractor: _____

Mailing Address: _____

Address: _____

Phone: _____

Phone: _____

I. House ***

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 _____
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 # _____

18. A/C equipment is screened/concealed per drwg. # _____
19. Evaporative cooler location is shown on drwg. # _____
20. Evap. cooler is screened/concealed from view on drwg. # _____
21. Exterior elevations are shown per drwg. # _____

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

1. Wall locations are shown per drawing # _____
2. Wall design is shown per drawing # _____
3. Wall height in front setback is _____ " per drwg. # _____
(max. = _____ inches)
4. Wall height in rear setback is _____ ' per drwg. # _____
(max. = _____ feet)
5. Wall height between setbacks is _____ ' per drwg. # _____
(max. = _____ feet)
6. Wall material is _____
7. Wall color** is _____
8. Gate material is _____ Gate color is _____

III LANDSCAPING ***

(Bare or uncovered ground prohibited in front setback)

1. Landscaping design is shown per drawing # _____
2. Automatic Irrigation to all plants noted per drwg. # _____
3. Inorganic ground material color is _____
(_____ is required.
4. Headers along side property lines are noted per drwg. # _____

IV DRIVEWAY & SIDEWALK

1. Driveway details are shown per drwg. # _____
2. Conduit for utilities is shown per drwg. # _____
(min. = (2) 2" sch. 40 PVC under driveway, 12" behind property line.)
3. Sidewalk details are shown per drwg. # _____

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 _____

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. # _____

Describe other construction: _____

VII VARIANCE

1. Are you requesting any variance: _____ yes _____ no
2. Variance is shown per drwg. # _____

If yes, describe _____

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 _____

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



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.**



Exterior Selections

Name: _____

Email: _____

Phone: _____ Date: _____

Address: _____

Insert Sample

Roof

Insert Sample

Stucco

Insert Sample

Stone

Insert Sample

Windows

Insert Sample

Concrete/Pavers

Insert Sample

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