

**Hillcrest Bay Homeowners' Association**  
—APPLICATION FOR ARCHITECTURAL REVIEW—

Lot(s) # \_\_\_\_\_ Address: \_\_\_\_\_

Property Owner(s): \_\_\_\_\_ Main Contact # \_\_\_\_\_

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

Identify the appropriate structure: **Permanent Structure** (Type) \_\_\_\_\_ **Mobile Home** (size) \_\_\_\_\_  
*Must be skirted*

Name of contractor: \_\_\_\_\_ Phone number: \_\_\_\_\_

Contractor's email: \_\_\_\_\_

Contractor's license number: \_\_\_\_\_

Variations or Wavier required YES  NO

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**Note:** Hillcrest Bay association does not issue building permits, our review is only for compliance with the current CCR'S, the Property owner is responsible to obtain building permits from the local building department. Please contact La Paz County offices to obtain further information as to the requirements for new work/ construction requiring permits.

*Description of proposed improvements:*

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*Check if attaching additional comments or notes.*

See the [Architectural Review checklist](#) for additional documents and information that may be required.

**Attach Construction Documents:** for new home construction or additions please attach a complete set of Construction Plans including site plan, floor plans, elevations, specifications, sections, etc.

**Note:** Plans provided to the Architectural Committee for review shall be the same set of plans as the permits set that will be submitted to the building department if applicable. Plans for any new structure such as perimeter walls, retaining walls, cabanas, fencing, decks, awnings, slabs, driveways, septic tanks, metal buildings, Mobile homes, etc.

**Note:** Structures not to exceed fifteen (15') in height, please review CCR's for specific information as it relates to heights. Plot Plan must be stamped by an Arizona licensed surveyor.

**Easements:** La Paz County requires five feet (5') to the property line, each side, and (10') to the property line on street and rear.

**Hillcrest Bay's** restrictions call for three feet (3') to the property line, each side, and (5') to property line on street and rear. In order to build according to Hillcrest easements, a separate County variance will have to be applied for. Your Board of Directors will be able to assist you.

**Contractors or Owner Builder** will be responsible for any damage during construction to the facilities, streets and utility companies, as well as clean up after construction. A deposit ranging from \$200 - \$2,000 (Two hundred – Two Thousand dollars) will vary on the value of the construction and held for the duration of the project. Once the Permit Committee has received your Certificate of Occupancy by the County of La Paz, a final inspection by the Permit Committee will be conducted to determine if you had met the guidelines of the **Hillcrest Bay, Inc. CC&Rs**. After this determination and the Board’s approval, your deposit will be refunded within 30 days of your dated Certificate of Occupancy.

**Property Owner Agreement:** In consideration of the foregoing approval, the undersigned property owner(s) hereby agrees to and promises to abide by the following.

1. THERE WILL BE NO CONSTRUCTION, INSTALLATION OR IMPROVEMENT UPON THE SAID PROPERTY WHICH IN ANY WAY VIOLATES OR IS CONTRARY TO THE RECORDED DEED RESTRICTIONS (EXCEPT AS PERMITTED IN “WAIVERS” BELOW OR TO THE ESTABLISHED LA PAZ BUILDING CODES.
2. THE SAID DEVELOPMENT SHALL BE CONSIDERED WITH GOOD QUALITY AND DESIGN ESTABLISHED IN THE SUBDIVISION AND NOT DETRACTIVE IN APPEARANCE TO ANY NEIGHBORING OR OTHER PROPERTY OWNER, IN ACCORDANCE WITH WHAT WOULD REASONABLY BE EXPECTED AND ACCEPTABLE.
3. THAT IT IS THE PROPERTY OWNER(S) RESPONSIBILITY TO DRAIN HIS WATER TO THE STREET, NOT UPON NEIGHBORS’ PROPERTY AND TO HAVE A WATER CONTROL DEVICE.
4. ALL LOTS ARE TO BE SURVEYED OR A CURRENT SURVEYOR’S REPORT SUBMITTED. HILLCREST BAY, INC. IS NOT LIABLE FOR ANY ULTIMATE PROPERTY LINE DISPUTE.
5. NOTE: COPIES OF ALL PERMITS ARE TO BE SUBMITTED TO A BOARD MEMBER (SEE ATTACHED LIST OF CURRENT BOARD MEMBERS) BEFORE STARTING ANY CONSTRUCTION WORK, WITH THE EXCEPTION OF THE PERC TEST.
6. AUTHORIZING PERMIT COMMITTEE MEMBER TO HAVE ACCESS TO THE BUILDING SITE AT ANY TIME TO PERFORM ALL MEASUREMENTS TO ESTABLISH CC&R COMPLIANCE.

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*Owners Signature*

*Date*

**Please mail, fax or email this form to**

Amy Telnes Management Services  
 2563 N. Kiowa Blvd., Lake Havasu City, AZ 86403-2552  
 Fax: (928) 505-8087  
[amy@atmshoa.com](mailto:amy@atmshoa.com)

**Action taken by the Board**

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| <input type="checkbox"/> Approved          | Request submitted is approved.  |
| <input type="checkbox"/> Approved as Noted | Request submitted is conditionally approved subject to noted conditions.          |
| <input type="checkbox"/> Not Approved      | Additional Information needed, re-submit application with additional information. |
| <input type="checkbox"/> Not Approved      | the entire request is not approved and no work may commence.                      |

*These plans are approved in accordance with the recommended Declaration of Restrictions of Hillcrest Bay, Inc. Board Members Signature required.*

<i>Director Architectural Review Hillcrest Bay Inc.</i>	<i>Date</i>	<i>Director Hillcrest Bay Inc.</i>	<i>Date</i>
<i>President Hillcrest Bay Inc.</i>	<i>Date</i>	<i>Director Hillcrest Bay Inc.</i>	<i>Date</i>
<i>Vice-President Hillcrest Bay Inc.</i>	<i>Date</i>	<i>Director Hillcrest Bay Inc.</i>	<i>Date</i>
<i>Secretary Hillcrest Bay Inc.</i>	<i>Date</i>	<i>Director Hillcrest Bay Inc.</i>	<i>Date</i>
<i>Treasurer Hillcrest Bay Inc.</i>	<i>Date</i>		