

Appendix D

DESIGN REVIEW APPLICATION FORM AND CHECKLISTS

Please direct any questions about a submittal to DRC.

Owners shall not rely on verbal approvals or indications from any person that Improvements will be approved by the DRC. The DRC shall attempt to either approve or disapprove in writing each complete request within 14 days after receipt of the complete request. If no notice is sent by the DRC within the 14 days, then the proposed Improvement is deemed disapproved. If a request is denied within such 14 day period, then written denial shall be forwarded to the Owner stating the reason for denial. If the DRC requests additional information, then the 14 day period will not commence until all required information has been submitted. It is an Owner's responsibility to make sure that a request and all additional information required for submittal is received by the DRC.

SUBMITTAL CHECKLIST

A checklist of required submittal items is below for reference but is not a comprehensive list of submittal requirements. Please refer to Section 3.0 of the Design Guidelines for detailed submittal requirements.

PRELIMINARY AND FINAL DESIGN SUBMISSIONS

Each application for DRC review shall include the following items:

- Any applicable completed form(s) signed by Owner:
- Any applicable design review, compliance deposit and builder fees
- Site plan of Lot depicting all improvements
- Floor plans
- Exterior elevations
- Roof plans
- Proposed improvement plans (2 full size copies and 1 PDF digital copy)
- Full engineered construction documents (Final Design Submission)
- Specifications for all finishes, equipment, fixtures, etc. (Final Design Submission)
- Materials and color samples/images/brochures (Final Design Submission)

LANDSCAPE

Additionally, a landscape submittal shall include the following, as applicable:

- All hardscape & plants (shown by symbol) displayed in their proposed locations
- Legend with plant material names, types, quantities & sizes
- Color and location of decorative rock and rip-rap
- Paver style and colors
- Granite - Indicate size and color
- Location of all proposed landscape lighting; specify color & voltage; provide sample or color brochure

Design Guidelines for Riviera Lake Havasu
April 15th, 2020

APPLICATION FOR DESIGN REVIEW

Submit To:
Havasu Riviera Community Association

This form is to be used for all requests for Design Review. An application for Design Review must include the applicable submittal information set forth in Section 3 of the Design Guidelines and include all necessary fees outlined in this application.

OWNER: _____ LOT OR UNIT #: _____

LOT ADDRESS: _____ PHONE #: _____

OWNER MAILING ADDRESS: _____

OWNER E-MAIL ADDRESS: _____

ADDITIONAL E-MAIL ADDRESS: _____
(If desired for notifications related to this application)

DESCRIPTION OF PROPOSED IMPROVEMENTS:
Provide a clear and comprehensive description of the Improvement(s) in detail and use additional pages and drawings as applicable.

Each submittal should convey a clear and comprehensive description of the proposed improvements and include all drawing and documents required per Section 3 of the Design Guidelines.

Owner agrees to maintain all Improvement(s) on such Owner's Lot if approved by the DRC. If an Improvement is not maintained in accordance with the Maintenance Standard, the Havasu Riviera Community Association has the right to maintain the Improvement with the Owner bearing all costs. Owner agrees to comply with all Applicable Law and to obtain all necessary permits. Owner agrees not to begin construction of any proposed Improvement(s) until notified in writing of the DRC's approval.

Signature of Owner

Date

Architect: _____ Phone: _____ License#: _____ Expires: _____

Contractor: _____ Phone: _____ License#: _____ Expires: _____

*The DRC recommends that Owners use licensed contractors, architects, engineers and other licensed professionals

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POOL AND/OR SPA

Additionally, a pool and/or spa submittal shall include the following, as applicable:

- Decking color
- Specify pool grade: +/- 0 from finished floor elevation of home
- Show drainage
- Elevation drawings of pool or water feature to show: height, width, length, color & materials to be used.
- Pool equipment enclosure & gate exhibit

FEES AND COMPLIANCE DEPOSIT

DESIGN REVIEW FEE

A Design Review Fee will be charged, based upon the schedule below, at the time of receipt of the Preliminary Design Submission, for new construction and at the time of submittal for additions, landscape drawings, pool drawings, or other submittals.

New Home Design Review Fee	\$500.00
Landscape, Pool or Addition Design Review Fee	\$250.00

COMPLIANCE DEPOSIT

For the construction of a new home, landscape, pool or addition a Compliance Deposit will be collected. The Compliance Deposit must be submitted, with completed Builder Construction Agreement Forms, prior to issuance of Final Design Submission approval by the DRC. The Compliance Deposit will be held by the HOA as a bond to assure proper completion of all improvements and repair of any damaged to property or improvements that may occur during the construction efforts. The Compliance Deposit will be refunded after satisfactory completion of the improvements, and repair of any damage, and receipt of final construction review approval by the DRC.

New Home Compliance Deposit	\$10,000.00	\$2,500 Each Additional Home
Landscape, Pool or Addition Compliance Deposit	\$5,000.00	

Builder Impact Fee \$1000.00 per home