

AZURE MANOR/RANCHO PAZ HOMEOWNERS' ASSOCIATION
ARC APPLICATION SUBMITTAL CHECKLIST

Below is a list of items that are required, as applicable, to accompany the application prior to review by the Architectural Review Committee (ARC).

Any application requesting the installation of a patio cover must include a legible copy of the approved permit(s) by the county or city. Submittal of the permit does not guarantee approval by the ARC. All applications will be reviewed on an individual basis.

1. **Home Improvement Application - Exhibit A**
 - A) Complete homeowner information (address and telephone number).
 - B) Homeowner signature.
 - C) Approximate start and completion dates. Start date cannot be earlier than 45 days from date of receipt of application.
 - D) Projects being submitted.

2. **Plans Showing the Work to be Done**

Detailed drawings showing the height, length, width, color, setback, drainage and what the improvement will look like when it is completed.

3. **Landscape Plans**

These plans show a diagram of your house and where the landscaping improvements will be. Indication of plant and tree types and location are required. Indication of drainage and setbacks are required.

4. **Material Samples**

(Example: type of rock to be used, color chip of paint, pictures of gazebo, pools, patio cover and spa should accompany the plans for the same). A detailed drawing or picture must be submitted. Brochures or pictures of items are preferred.

5. **Bond Requirements**

The ARC can require a Cash Bond. The ARC will determine the designated bond or cash bond amount at the time of reviewing the submittal. If a bond is required, it will need to be received by the HOA prior to commencing of any installation of or other work pertaining to landscaping or swimming pools or spa or other Improvements on any lot. The Bond is to be held in the name of the Association. The bond can be used to make repairs to any damage to any sidewalks, curb, street, party wall, Common Element, or other areas. If the Bond is insufficient to repair all such damage, then the additional cost, and any related cost, shall be assessed against the Homeowner as a Special Assessment.

Failure to follow these requirements and procedures may cause your request to be delayed pending submission of additional information and documentation to the ARC. An incomplete application may affect the time limits for approval.



Please Return Form and Plans to:
Azure Manor/ Rancho De Paz HOA
C/O Performance Cam, LLC
5135 Camino Al Norte, Suite 100
North Las Vegas, Nevada 89031
Phone 702-362-0318
Or via email: admin@pcam.vegas

EXHIBIT A
HOME IMPROVEMENT APPLICATION

Name: _____ Home Phone: _____

Address: _____ Work Phone: _____

Start Date: _____ Finish Date: _____

Projects/plans being submitted (Please check all appropriate spaces)

_____ Landscaping* _____ Outside Walks/Stairs _____ Patio Cover*

_____ Remodeling _____ Painting _____ Air Conditioner

_____ Rear* _____ Front* _____ Walls* _____ Extension*

_____ Screen Door _____ Satellite Dish/Antennae

_____ Equipment (if altering existing grade)*

_____ Other: _____

PLEASE FILL IN DETAILS IF NOT SHOWN ON PLANS:

Are all existing improvements shown on plans? Yes No

Type and location of plants: _____

Type of building materials used: _____

Type of wood surfaces: _____

Color scheme of improvement per approved color palette _____

Impacted neighbor statement attached? Yes No

Permit(s) attached Yes No

NOTE: Plans that are approved are not to be considered authorization to change the drainage plan as installed by the developer and approved by Clark County. The review is intended to consider aesthetic appearance of the drains, pipes and coring and other applicable aspects of drainage. Owners remain permanently responsible for the maintenance and upkeep of additions and modifications to their property and must be recorded with their deed.

***For any installation that may require the use of heavy machinery such as bobcats, backhoes, cement truck, etc a \$2000 construction or security deposit is required.**

Homeowners Signature _____ Date _____

Return completed form(s) and supporting documents to Azure Manor/Rancho de Paz HOA

For Architectural Review Committee Use Only

Approved Denied Conditional Approval Bonded Required

Comments: _____

ARC MEMBER Signature and Date: _____

EXHIBIT B
NEIGHBOR AWARENESS STATEMENT

On (Date) _____, the attached plans for Homeowners address _____ were made available to the below listed neighbors as required for their review. They have been notified that I am submitting these plans for ARC approval.

NEIGHBOR AWARENESS SIGN-OFF FORM

To expedite the processing of your application, please show and explain your plans to all those neighbors who may be affected and have them sign in the appropriate place on this form. The Architectural and/or Landscape Committee may also contact them directly if the scope of the project warrants such action.

NEIGHBOR AWARENESS:

The neighbor's approval is not necessarily a condition to your improvement/modification being approved by the Committee. The intent is to advise your neighbors who own property within close proximity of your lot and may be affected by your proposed improvement(s). This requires their signatures below. This means that the signatures below indicate your neighbor's awareness of this application. No application will be considered complete until there is evidence that any neighbors who may be affected have been made aware of this application.

NEIGHBORS:

I have reviewed the plans of (Please Print Homeowners Name) _____ and I am aware of their proposed improvements shown on the attached plans.

NAME (Print)	SIGNATURE	ADDRESS	PHONE	DATE

HOMEOWNER SIGNATURE

DATE

EXHIBIT C
BREACHING COMMUNITY WALL

If a homeowner requests approval to gain entrance to their property through one of the community perimeter walls to install a structure on the homeowner's property, the homeowner shall abide by the following:

- * SUBMIT EXHIBIT A, EXHIBIT B, AND EXHIBIT C.**
- * OWNER SHALL POST A BOND OR DEPOSIT IN CERTIFIED FUNDS, A SUM DETERMINED BY THE ARC, TO BE HELD BY THE ASSOCIATION'S MANAGEMENT FIRM UNTIL THE ARC HAS APPROVED THE COMPLETED WORK.**
- * SUBMIT FULLY EXECUTED INDEMNIFICATION AGREEMENT (Exhibit D)**
- * THE WALL SHALL NOT BE DOWN LONGER THAN 45 DAYS.**
- * ASSOCIATION'S MANAGEMENT FIRM WILL RETURN THE DEPOSIT AT THE DIRECTION OF THE ARC AT THE TIME OF COMPLETION LESS ANY EXPENSES OR REPAIRS INCURRED BY THE ASSOCIATION IN RELATION TO THE IMPROVEMENTS.**
- * WALL SHALL BE REMOVED AND REPLACED BY ORIGINAL CONTRACTOR OR CONTRACTOR OF ASSOCIATION'S CHOICE. LANDSCAPING SHALL BE REMOVED AND RESTORED BY THE ASSOCIATION'S LANDSCAPING COMPANY.**
- * UPON APPROVAL OF SUBMITTAL, ALL CONSTRUCTION SHALL BE SCHEDULED THROUGH THE ASSOCIATION'S MANAGEMENT FOR COORDINATION.**
- * THESE RULES SHALL ALSO APPLY FOR CONSTRUCTION ACCESS OVER THE PERIMETER WALL.**
- * PERMISSION TO BREACH THE PERIMETER WALL WILL NOT BE GRANTED IF BACKYARD CAN BE ACCESSED THROUGH SIDE RETURN WALL.**

Homeowners Signature: _____

Homeowners Address: _____

Date: _____

EXHIBIT D
INDEMNITY AGREEMENT

Homeowner (identified below) certify that he/she is the legal owner of the subject property located within Azure Manor/Rancho de Paz HOA and intends to commence construction of improvements (hereinafter the “improvements”) set forth as attached hereto.

CONTRACTOR (identified below) has been hired by the Owner to conduct the improvements.

CONSTRUCTION of the improvements is subject to the Declaration of Covenants, Conditions, Restrictions, as well as certain Rules and Regulations, Design Guidelines and CC&R’s.

THE ASSOCIATION and the ARC may (but are not obligated to) exercise supervisory responsibility with respect to ascertaining that Contractor’s operation and improvements comply with Rules and Regulations, and CC&R’s.

CERTAIN INDEMNITIES are required of the Owner and Contractor, as follows, prior to commencement of construction of any improvements.

ACCORDINGLY, OWNER AND CONTRACTOR hereby agree to construct the improvements in accordance with the Rules and Regulations, Design Guidelines and Declaration of Covenants, Conditions and Restrictions.

OWNER shall be responsible for the conduct of Contractors, its employees, and agents. Owner and Contractor understand and agree that violations of the Rules and Regulations may be met with a warning, stop work order, lien assessments and or revocation of Contractors right to enter the Azure Manor/Rancho de Paz HOA community.

OWNER AND CONTRACTOR hereby indemnify Azure Manor/Rancho de Paz HOA and the Architectural Review Committee, and agents thereof, and hold them harmless against and from any and all liabilities, claims, losses, damages, and expenses connected with the improvements or construction of the improvements.

AGREED AND ACCEPTED this ____ day of _____, 20____.

“HOMEOWNER”

“CONTRACTOR”

Name(s)

Street Address

City/State/Zip

Phone Number(s)

Signature

Name(s)

Street Address

City/State/Zip

Phone Number(s)

Signature

Date: _____

Date: _____