

**DESIGN REVIEW SUBMITTAL & RESIDENT AGREEMENT
PUEBLO BONITO HOMEOWNERS ASSOCIATION
C/O CORNERSTONE PROPERTIES, INC.
P.O BOX 62073
PHOENIX, ARIZONA 85082-2073
lia@cpihoa.com**

Office: (602) 433-0331

Fax: (602) 244-9214

Homeowner's Name: _____

Email Address: _____ Lot No: _____ Account No. _____

Address _____

Homeowner's Phone: _____ Fax: _____

Request for: _____

Contractor's Name & Phone (if applicable): _____

Description of Work (attach pictures, plans, samples, etc.): _____

Color to be used (attach paint chips, brochures, etc.): _____

Date the project will be started: _____

Date the project will be completed: _____

WHEN APPLICABLE, SUBMITTALS MUST INCLUDE PLOT PLAN INDICATING EXISTING LOCATION AND ANY ADDITIONS INCLUDING DIMENSIONS. INCOMPLETE SUBMITTALS WILL BE RETURNED AND/OR DENIED.

Homeowner agrees to comply with all applicable City and State laws, and to obtain all necessary permits. Approval by the Design Review Committee does not warrant or represent the workmanship or the quality of the alteration, addition, repair, installation, construction, change or other work, or that work conforms to any applicable building codes, or other federal, state or local law, statute, ordinance, rule or regulation.

APPLICANT SIGNATURE IS REQUIRED ON PAGE 2 INDICATING THIS AGREEMENT IS FULLY UNDERSTOOD AND APPLICANT AGREES TO ALL STATED ASSOCIATION TERMS. NO WORK SHALL BEGIN ON PROPOSED PROJECT UNTIL PROJECT APPROVAL IS ISSUED FROM THE HOA DRC.

Your submittal has been:

___ Approved as submitted.

___ Denied as submitted.

___ Additional information required: _____

Signature: _____ Officer: _____ Dated: _____

DESIGN REVIEW SUBMITTAL APPLICATION & RESIDENT AGREEMENT

Please describe the proposed work or additions to your property in detail. Include a copy of your property plat and indicate the exact location of the proposed changes or additions, distance to the property lines from the changes or additions, dimensions of backyard property, and relevant surrounding features. The submittal must include a sketch with the following information: style, dimensions, and materials to be used, color of the proposed changes or additions and the proposed construction time schedule. Requests for repainting must include a color sample (even if it is the same color). Should the Board require additional information, your request will be deferred until additional information is received.

APPLICATION AND AGREEMENT CONDITIONS:

1. The owner understands and agrees that **no work in this request shall commence** until written project approval by the Board is issued to the resident homeowner.
2. Once approved, construction must be completed within the approved construction timeline mentioned on the prior page and must be done in a way that does not unreasonably interfere with neighboring properties.
3. The homeowner has responsibility for removal, in a timely manner, of any debris resulting from the improvement.
4. Homeowner will bear the responsibility to coordinate and restore damage done to HOA property (road surfaces, lighting bollards, walls, etc.) by hired contractors as a result of construction/project activities.
5. Construction must meet all zoning, building codes and laws of the City of Scottsdale. Approval of this submittal in no way binds the Board or Cornerstone Properties, Inc. that compliance has been met with all required zoning and building codes.
6. Misrepresentation of any items in this request, either oral or written, may void any approval by the Board.
7. All submissions are subject to independent architectural review. All charges of said review are the responsibility of the Homeowner submitting this form.
8. **A CERTIFICATE OF COMPLETION WILL BE ISSUED** following an inspection by the DRC within 30 days following project completion. **THE ASSOCIATION HAS THE RIGHT TO REVOKE THIS SUBMITTAL IF THE WORK DEVIATED FROM ORIGINAL SUBMITTAL SPECIFICATIONS AND HOA REQUIREMENTS.** The homeowner has 30 days from the date of denial to bring the work into proper compliance and will accept all costs incurred as a result of proper compliance.
9. Homeowner will maintain the approved architectural work. If the approved work is not maintained to Association standards, the Association has the right to return the property to its original condition. All costs incurred to return the property to its original condition will be assessed to the homeowner.

I have read the Design Review Submittal Agreement. These proposed work or additions meet the requirements and standards specified and I agree to all terms of this application.

Homeowner Signature: _____ Date: _____