

**HAPPY VALLEY RANCH 1  
ARCHITECTURAL REVIEW REQUEST FORM**

Name: \_\_\_\_\_ Lot# \_\_\_\_\_

Property Address: \_\_\_\_\_

Phone# \_\_\_\_ - \_\_\_\_ - \_\_\_\_ Mobile# \_\_\_\_ - \_\_\_\_ - \_\_\_\_ FAX# \_\_\_\_ - \_\_\_\_ - \_\_\_\_

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

✓	<b>HVR1 DESIGN REVIEW</b>	Architect Review Fee*	Required Bond
	New Home Construction	\$2,500	\$5,000
	Exterior Modifications >= \$100,000	\$1,250	\$5,000
	Exterior Modifications under \$100,000	\$500	\$TBD**
	Re-Submittal Review, if needed	\$250	\$0
	Major Landscaping (>= \$2,000)	\$250	\$2,000
	Minor Landscaping (under \$2000)	\$0	\$500
	Exterior Repaint (Color Palette Review)	\$0	\$0

Homeowner agrees to comply with all applicable city and state laws and obtain all necessary permits. Architectural Review will be completed within 45 days of submittal.

Please send your completed plans (2 sets) and construction bond, if required above, made out to **Happy Valley Ranch 1 HOA** to:

Happy Valley Ranch 1 Homeowners Association Management

**Rudy Frame, Manager**  
**VIP Property Management**  
**26546 N. Alma School Road #100**  
**Scottsdale, AZ 85255-8093**  
**FAX# 480-585-8650**

[rudy@vippropertymanagement.com](mailto:rudy@vippropertymanagement.com)

\*The Architectural Committee at its sole discretion may engage the outside architect to review submitted plans for compliance with the Building Guidelines in which case the above fees will be applicable.

\*\*The amount of bond will be determined based on the total project cost.

The bond money will be kept in an interest bearing account. Bond plus interest will be returned to the owner within 30 days of HOA Board receiving notification of project completion and the final inspection report from the Architectural Committee.

Ensure that following are included as it pertains to the **Project**

- Architectural Site Plan
- Grading & Drainage Plan
- NAOS Plan
- Exterior Elevations
- Floor Plans
- Roof Plans
- Building Sections and Details
- Color Board (8 1/2" x 11", Letter Size)
- Landscape Plan
- Construction Schedule

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In addition to the above, the Architectural Committee may request additional information or return the incomplete plans to the homeowner. It is strongly recommended that the homeowner discuss the proposed project with the Architectural Committee prior to the submission of the review form. It is also strongly recommended to obtain approval from the Architectural Committee prior to submitting any plans to the City of Scottsdale.

**Outline and description of the project seeking approval for:**

**(If you need more space, note here and attach as exhibit)**

**Project Cost:**

**Target completion date:**

**OWNER'S AFFIDAVIT**

(Please read the statement below and sign. Form must be signed before submittal will be reviewed.)

**We understand and agree that no architectural work or change may begin until we receive a written approval from VIP Property Management. If any work is performed prior to receiving proper written approval, a fine of \$150 per day may be imposed.**

Homeowner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For Architectural Committee Purposes Only.**

\_\_\_\_\_ Approved    \_\_\_\_\_ Disapproved    \_\_\_\_\_ Approved subject to the following conditions:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Project must begin within 90 days of review date and must be completed within 30 days of start date.

**Review Date:** \_\_\_\_\_