

Los Olivos Hermoso Townhome Association

Rules and Regulations

Effective: August 2009 (Revised March 2014)

LOS OLIVOS HERMOSO – TOWNHOME ASSOCIATION

ASSOCIATION RULES AND REGULATIONS

GENERAL

These Rules and Regulations have been revised as of August 19, 2009 and supersede any Rules and Regulations prior to this time. All Owners of units in Los Olivos Hermoso are obliged to comply with these Rules and Regulations as part of the Community Documents of the Association and the Association Rules and Regulations are a part of the legal governing documents of the Association. (CC&R's Article 8) Any questions regarding these Rules and Regulations should be referred to the Board of Directors.

Each Owner of a unit which is rented or leased is responsible to see that the tenants of the unit have a copy of this document and that these tenants understand that the Owner is responsible for any breach or violation of these Rules and Regulations and any fines or penalties imposed as a result of any breach or violation of these Rules and Regulations. The use of the term "Owner" implies the Owner as the responsible party when a unit has a legitimate non-Owner in residence.

General information is included in this document in addition to the Rules and Regulations. Reference for Arizona Revised Statutes (ARS) is located at <azleg.state.az.us> on line.

MAINTENANCE FEE

The Association assesses a monthly fee for the payment of Association obligations, including, but not limited to the following: water, sewer, garbage removal, maintenance of the Common and Shared Areas, maintenance of the swimming pools and tennis court, some painting of the exterior of the buildings, maintenance of streets, Common Area plantings, administrative expenses, and insurance (unit structure only). The Association is not responsible for roof repairs, taxes, insurance for personal contents, liability of owners, residents, or tenants. The monthly fee may vary from year to year as it is determined by the Association budget requirements. (CC&R's Article 5)

The Maintenance Fee is due the first day of each month and is considered late if not received by the 15th of the month. A late charge is assessed if the fee is not received by the 15th of the month.

Maintenance fees may be paid in several ways:

1. Via mail to: Los Olivos Hermoso - Townhome Association
P. O. Box 65422
Phoenix, AZ 85082
2. Online at www.aafin.com by either e-check or credit card. There is a bank charge of \$19.95 for credit card payments. No charge for e-check.
3. ACH payments are available if you submit an ACH Authorization form along with a voided check. You may request a form by mail to the above mailing address or by contacting Vision Community Management.

4. Electronic/Online banking via payments originated at your bank if available.

INSURANCE SUMMARY

Los Olivos Hermoso - Townhome Association is insured by the policy of Community Association Underwriters number CAU 205111. These guidelines provide an explanation of the coverages, exclusions, and certificate and claims procedures. Please contact the Association treasurer for any additional information. (CC&R's Article 7)

Items Insured The Association's buildings, commonly owned contents, and business liability are covered. Building coverage includes improvements, betterments, or additional installations (within designated limits) such as wall coverings, flooring, carpeting, fixtures, and permanently installed appliances. The policy does not cover personal contents of the unit owner, resident, or tenant.

Events Insured "Special Form" including fire, lightning, windstorm, hail, explosion, riot, aircraft or vehicle damage, smoke, vandalism, falling objects, collapse, sudden rapid water escape, overflow from plumbing or appliances, frozen pipes, convector units, etc., are covered.

Events Not Insured Wear and tear, deterioration, mechanical breakdown, mold, damage by insects or animals, settling, cracking, etc. are not covered. There is no coverage for damage caused by repeated leaking or seeping from appliances or plumbing including from around a shower, bathtub, toilet, or sink. These events are properly classified as maintenance items. The policy contains full details of coverages, limitations, and exclusions.

ARCHITECTURE RULES

The Architecture Committee has the responsibility to maintain the integrity of the appearance and the structure of the units of the Property as designated in the Community Documents. Any proposed modification of a unit that alters its appearance or structure requires the prior written consent of the Board of Directors via the Architecture Committee. For every addition, modification, or alteration to any building or structure including, but not limited to the following: fences, walls, gates, doors, wrought iron, windows, awnings, color changes, hedges, walkways, etc., detailed plans and specifications must be submitted to the Architecture Committee for written approval. Work is not to begin until approval from the Board is given. (CC&R's Article 3)

Advertising Signs No signs are allowed except one of not more than five square feet in area stating "for rent," "for sale," or alarm companies. Alarm company signs are to be placed within the building lines of the unit. Only one of these signs may be used per lot. No billboards or unsightly objects are to be erected.

Antennas The FCC guidelines are to be used in regulating antennas and Owners are to contact the Architecture Committee for guidelines. Antennas are to be attached to the roof structure and in a position to minimize their visibility from inside the Property, the surrounding streets, and recreation areas.

Awnings - Front Exposure Awnings may be attached to the window area. They may be made of canvas, metal, or wood and are to be color compatible with the color scheme of the complex and unit. Awnings are to be kept clean and must be removed when faded or repaired when damaged or in need of paint. Contact the Architecture Committee for pre-approved styles and colors.

Awnings - Rear Exposure Awnings may be attached to the window area. They may be made of canvas, metal, or wood and must be color compatible with the color scheme of the complex and unit. This includes patio covers and roll-up blinds or shades. Umbrellas are to be folded when not in active use.

Carport Area and Front Patios Carports and front patios are to be clear of all stored items; woodpiles, equipment, tools, trash containers, grills, etc. are not to be visible from neighboring townhouse and streets. Furniture and toys are to be removed from the carport slab when not in active use.

Doors: Front, Screen, and Security Front doors and side lights of all units are to be approved by the Architecture Committee prior to installation or color change. The doors in question include screen doors, security doors, patio doors, kitchen doors, and front doors. The colors of the doors are to be those approved by the Association. Wrought iron is to be the color of the surface on which they are mounted. Specifications and pictures of proposed doors must be submitted to the Architecture Committee prior to installation.

Electric Boxes Electric boxes are to be clean and painted the color of the wall on which they are mounted.

Evaporative Coolers Evaporative coolers require the approval of the Architecture Committee and Board of Directors prior to installation.

House Numerals House numerals must be installed on each unit and are not to exceed six inches in height and are to be placed in the original column location or in the center of the carport overhang. They are to be a color which contrasts with the surface on which they are mounted so as to be visible for emergency personnel. The color and design of the house numbers are to be approved by the Architecture Committee.

Mail Boxes Mail boxes are to remain the same type and color as provided by the Association and remain the color designated by the Association. Name plates, if desired are to be as originally provided.

Paint: Type and Color

Exterior paint can be purchased from Ace Hardware, 3111 E. Indian School, 602-952-0058. Los Olivos residents will receive a 15% discount.

Stucco walls: *Los Olivos Green* (exterior) Wood trim: *Los Olivos White* (exterior)

Planters in Front of Unit and Other Plantings Any containers in the front patio or sidewalk of a unit are to have healthy, living plants. Containers without plants are to be removed. No artificial plants are acceptable. Containers for plants are to be the color that is an aesthetic addition to the property. Containers may be placed on patio walls, carport walls, or on sidewalks. Trees and shrubs behind all patio walls are to be kept pruned and removed when not living or when their growth threatens structures or utility lines.

Rear Patio Storage and Use Storage buildings are to be constructed so that the roof line is below the top of the wall enclosing the patio area in which they are contained. Clotheslines are to be confined to the wall enclosed rear patio and are to be below the top of the walls enclosing the patio area at all times.

Roofs: Repairs or New Materials Any visible roofing material is to be either Los Olivos red tile or in the case of the back sloping portion of the roofs not originally tiled, is to be shingled the color of the red tile used by the Association. Any flat roofing surface area which is not visible from the ground level may be of any color. Any roofing material that extends up the walls must be painted to restore the walls to the original stucco color, Los Olivos White.

Solar Collectors Each installation of a solar collector must be approved in writing by the Board of Directors via the Architecture Committee. Solar collectors should be mounted so as to minimize their visibility from inside the Property, the surrounding streets, and recreation areas, so long as this mounting does not interfere with the correct operation of the collector. [ARS 33-439(A)]

Sun Control Window treatments, both front and back, may be the sun-screen or sun-shield film. No aluminum foil type covering of windows is allowed.

Trellises When trellises are used in the front or the back of a unit, they are not to be visible above the walls enclosing the front and back patios.

Architecture Change Requests

The change to or addition of any item that affects the appearance of the front or rear of a unit above the enclosing wall, must be submitted to the Architecture Committee on a Request for Architectural Change Form for review by the Architecture Committee and approval by the Board of Directors prior to execution of the change or addition. A copy of the form is attached.

Regular Request - Requires approval by the Board of Directors at a regularly scheduled meeting before work commences. Requests are to be submitted one week prior to the close of the date for additions to the agenda of the next regularly scheduled Board Meeting at which they will be reviewed. Written notification of approval or denial will be delivered to the applicant within the week following the Board Meeting at which the request is presented.

Pre-approved Request - If the Board of Directors has placed an item on the Pre-approved Architecture Submissions List, the Architecture Committee may give written permission for the Homeowner to proceed with the change or addition. The Architecture Committee must inform the Board of Directors of each Pre-approved Request. Written notification of the approval or denial is to be delivered to the applicant within the week following the submission. Examples of Pre-approved Requests include:

1. Paint of stucco, doors, and trim around doors: Los Olivos White by Dunn Edwards.
2. Paint of wood trim and wood panel exterior walls: Los Olivos Green by Dunn Edwards.
3. Clear glass sidelight at front exterior door.
4. Security wrought iron door - Leslie Locke Touchstone Model 635 Navajo White in color.

Emergency Request - In an emergency situation, a Board Member or the Architecture Committee Chairperson, after polling the available Board Members, may give permission for a temporary change necessary to prevent damage to the unit or eliminate a safety hazard. This is a temporary approval. If the Homeowner wants to make the emergency change permanent, the change must be submitted through the submission process on a Request for Architectural Change Form for approval or denial by the Board of Directors.

LANDSCAPE RULES

Planting in front of a townhome (Shared Area) or in the Common Area is not to be done without the permission of the Board of Directors via the Landscape Committee. Pruning of shrubs between driveways and other restrictive spaces is to be done only by the designated landscape company at the direction of the Landscape Committee, unless the Owner has given notice that he or she will maintain these areas according to the Association Standards and has received approval from the Landscape Committee to do so. (CC&R's Article 3.24)

The Association's designated landscape service personnel are under the direction of the Association's Landscape Committee. Please do not give these personnel directions that are not approved by the Landscape Committee.

Maintenance Responsibility The Association takes responsibility for all permanent plantings up to the masonry walls of the individual townhome units. Dead or diseased plants will be replaced as necessary with plants from the Approved Plant List requiring low water usage and low maintenance.

The townhome Owners are responsible for all plantings behind the masonry walls, the carports, entres, front patios and rear patios. The residents are responsible for the proper containment and

disposal of debris from these areas; prunings from these areas are not to be thrown or discarded into Common Areas.

Maintenance Guidelines Overgrown plantings and trees in individual townhome areas that threaten party or common walls, or any foundation, or townhome, or that intrude upon neighbors, or upon Common Areas must receive remedial action from the townhome Owner, including possible tree removal. If the Association believes that the plantings pose such problems, it will ask the townhome owner to remedy the situation or the Association will remedy the situation and assess the townhome Owner for the cost.

Landscape Change Requests

The change to or addition of any item that affects the plantings or grounds of the Common or Shared Areas must be submitted to the Landscape Committee on a Request for Landscape Change Form for review by the Landscape Committee and approval by the Board of Directors prior to execution of the change or addition. A copy of the form is attached.

Regular Request Requires approval by the Board of Directors at a regularly scheduled meeting before work commences. Requests are to be submitted one week prior to the close of the date for additions to the agenda of the next Board Meeting at which time requests will be reviewed. Written notification of approval or denial will be delivered to the applicant within the week following the Board Meeting at which the Request was presented.

Pre-approved Request If the Board of Directors has placed an item on the “Pre-approved Landscape Submissions” list, the Landscape Committee may give written permission to the Owner to immediately proceed with the change or addition. The Landscape Committee must inform the Board of Directors of each Pre-approved Request. Written notification of the approval or denial will be delivered to the Board of Directors at its next meeting for information only. The same notification will be delivered to the applicant within the week following the approval of the applicant’s request. Examples of Pre-approved Requests include:

1. Live plants in containers the color of red clay pots.
2. Plants from the approved plant list to be planted in approved locations. Contact the chair of the Landscape Committee for the most current list.

Emergency Request In an emergency situation, a Board Member or the Landscape Committee Chairperson, after polling the available Board Members, may give permission for a temporary change necessary to prevent damage to the unit or to eliminate a safety hazard. This is a temporary approval. If the Owner wants to make the emergency change permanent, the change must be submitted through the submission process on a Request for Landscape Change Form for approval or denial by the Board of Directors.

MAINTENANCE OF TOWNHOME

The responsibility for the maintenance of the physical features and structures in the Property are defined in the Community Documents and specified in more detail by the ongoing decisions of the Association. (CC&R’s Article 6)

Common Area The Community Documents designate the Association to maintain all the Common Area features and facilities, such as swimming pools, landscape, tennis court, streets, and parking

areas. The Association provides utility services, such as street lights, water service, sewer service, and trash removal. Through a plan for reserve funding, the Association provides for long term repair and replacement needs of the common areas of the complex. The insurance carried by the Association covers the emergency need for repair and replacement of the Association assets damaged or destroyed by chance events.

Townhome Units The Community Documents provide that each townhome Owner has the sole obligation and expense for all the maintenance and repair of the individual townhome except to the extent the exterior maintenance and repair is provided by the Association. (CC&R's Articles 6) The maintenance boundary line between the townhome Owners' responsibilities and the Association's responsibilities, has been defined as follows: (CC&R's Article 3.11, 3.12)

1. The Association maintains all property up to the walls enclosing the rear yards and up to the front and side exterior building lines and the patio walls. This includes the sidewalk to the patio wall and the sloping concrete driveway from the street to the concrete floor of the carport.
2. The Owner maintains the front courtyard/patio inside the walls between the front and side exterior building lines, the firewalls, and the patio walls.
3. The Owners are responsible for maintaining the individual walls enclosing their front and rear patios.
4. The Association has taken the responsibility for painting and repair of stucco on the front of the townhomes including the front courtyard/patio inside the front and side building lines, the patio wall, and the carport. This painting and stucco repair responsibility does not include the back of the townhomes, firewalls, security doors, gates, window grills, front doors, screen doors, storage room doors, shutters, awnings, blinds, etc., all of which remain the sole responsibility of the Owner.
5. The Association has also taken responsibility for painting only the wood trim, fascia, siding, and posts in the front of each unit.

Therefore, in the regularly scheduled maintenance of the townhomes, the Association will not repair or replace the following:

1. Wood siding, fascia boards, beams, roof plywood, rafters, braces, or roof covering (tiles, shingles, or foam).
2. Damage created by insect infestation; prolonged moisture, mildew, mold, dry rot, or other forms of deferred maintenance.
3. Damage to the property created by the Owners, their tenants, or guests.

If an emergency or neglect by an Owner requires that the Association act to make necessary repairs to maintain the safety, security, and /or quality standards expected by the Association, the cost of such action shall be charged to the Owner of the property.

HOUSEHOLD TRASH

All trash, garbage, and prunings are to be contained in a trash bag or container designed for that purpose or bound in bundles capable of being removed by personnel hired for that purpose. Trash and prunings are to be stored out-of-sight within the Owner's own premises until collected by the disposal service on the assigned days. Trash is to be placed at the curb in front of each unit on the days of collection before 5:30 AM. Trash containers are not to be placed for collection before 6:00 PM the

day before collection. It is the Owner's responsibility to retrieve his or her trash container as soon as possible after the trash pickup. Trash container lids (often placed on shrubbery after collection) are damaging to the shrubbery.

Limits Four bags, boxes, or trash containers of not more than 30 gallons or 60 pounds each is the limit per day of collection. Owners who have more than the limited amount of trash or who have items such as refrigerators, etc., may contact the City of Phoenix Solid Waste Customer Service at (602) 262-7251 or Curbside Recycling and Disposal at (602) 255-0020 for disposal.

| | | |
|--------------------|-------------------|--------------|
| <u>Pickup Days</u> | <u>Trash</u> | Monday AM |
| | <u>Recyclable</u> | Wednesday AM |

NUISANCES

Nuisances of any type shall not be permitted on any premise nor shall a premise or its occupants, human or otherwise, endanger the health of another townhouse resident or unreasonably disturb another townhouse resident. Nuisances include, but are not limited to the following: noise (including voices and animal sounds) which is audible to a neighboring residence, odors from animal excrement, smoke from outdoor grills, operation of machinery or tools, etc. (City Code of Ordinances: 23-3, 23-11 to14) (A.R.S. 13-2904)

PETS

Pet Control Owners must control all animals - cats and dogs. Dogs and all animals capable of rabies (cats) must be leashed at all times when outside of their Owner's townhouse and within the confines of the Los Olivos Hermoso complex. Dogs and cats are not allowed to roam freely outside of their residence. (City Code Sec 8-5, 8-14)

Animal Waste Owners are responsible for removing any excrement left by their animals. Excrement is a problem of health and is detrimental to grass and shrubs when allowed to be in contact with these plantings. (City Code Sec 27-12 & 8-14) Owners of pets will not allow pets to use the lawns and shrubs of other Owners as the odors attract more pets to the same area.

SAFETY REGULATIONS

Traffic Due to the narrow streets used for pedestrian and emergency traffic the speed limit is set at 15 miles per hour. Pedestrians should stay close to a curb when walking in the complex. Automobiles are only to be parked in carports or designated parking areas to provide room for traffic and emergency vehicles. No on-street parking is allowed.

Resident Parking Each unit is provided space for two automobiles to be parked in the carport of the unit. Any Owner who allows a third vehicle to be parked in a manner other than designated by the CC&R's is in violation of the Property Documents. Owners are responsible for the behavior of their guests and tenants in this matter. (CC&R's Article 3)

Guest Parking Use of guest parking areas is limited to short term guest parking. Guest vehicles may not be parked in guest parking for more than seven (7) consecutive days nor more than fourteen (14) days in a month without the written permission of the Board of Directors. (CC&R's Article 3)

Security Owners should report any suspicious activity, such as people climbing over walls or people entering a unit when the Owner is absent, to the police at the Squaw Peak Precinct (602) 495-5007.

Give a description of the person seen, vehicle type and color, and license number, etc. Call 911 only if an emergency is involved.

Owners should report any suspicious activity within the complex as well as the surrounding area including the Los Olivos Park to the police and to the Safety Coordinator of the Association. The police and the Safety Coordinator will keep a log of unusual incidents to be used in preventing crimes and prosecuting purveyors of illegal activities.

Owners should keep the areas around their entryways and carports clear to prevent hidden intruders. Carport lights should be used at night to maintain light in the carport areas and to detect motion by intruders.

During absences of an unusual time, Owners should cancel newspaper delivery (602) 444-1000 and have mail delivery canceled or collected by a neighbor. Lights on timers inside the unit will also assist with these precautions.

Trespassing Los Olivos is registered with the City of Phoenix as a complex of “No Trespassing”. All Owners are free to confront unrecognized persons to inquire as to their business within the complex. If the Owner is not satisfied with the response, he or she should inform the person of the no trespassing status and that the police will be notified. This includes solicitors and handbill deliverers as they are always trespassing. Ask all intruders who have no business within the complex to leave and call the Community Action Officer at the Squaw Peak Precinct (602) 495-5007.

Household Sales To protect the security and privacy of the complex, sales such as moving sales, carport sales, etc. are prohibited. Owners who wish to sell items from their homes are advised to advertise using only their telephone numbers without a street address. This will help to eliminate people who use this information to case the home and the property in general for nefarious activities. This allows the Owner to screen those buyers who are interested in the items for sale.

Children’s Use of Swimming Pool and Tennis Court A responsible adult, Owner, or resident, is required to be present if a child under 12 years of age is to use either the swimming pools or the tennis court.

Fence and Gate of the Tennis Court and the Swimming Pools The gates of the tennis court and the swimming pools are to remain locked at all times. Do not prop the gates open for any reason at any time. At no time climb over the fences or gates.

KEYS: SWIMMING POOLS AND TENNIS COURT

Security System

A security lock and key system has been installed at the swimming pools, swimming pool bathrooms and the tennis court. One key fits all locks. The key is issued to new Owners by the previous Owner.

1. If a townhouse is sold, it is the seller’s responsibility to transfer the key to the new Owner

- at the close of escrow.
2. If an Owner extends a key to a non-tenant, the Association is to be informed and the Owner is responsible for the key.
 3. If there is a tenant turnover, it is the townhome Owner's responsibility to recover the key to protect the integrity of the system.
 4. A replacement key can be obtained by application to the Board of Directors.

Liability of Association and All Owners

The Board of Directors urges all Owners, for their own convenience and for the integrity of the security system, to safeguard the Association keys to the common facilities. Please be mindful that in the event of an accident or injury in the Common Areas, each and every Owner, as well as the Association may be liable.

These policies are applicable to everyone residing in the complex and to everyone authorized a key, including but not limited to guests, renters, lessees, landscapers, pool service personnel, maintenance workers, and contractors.

SWIMMING POOLS

The State of Arizona, the County of Maricopa, and the City of Phoenix have strict codes regarding the safety precautions of the swimming pools. The Association's insurance carrier advises the Association that each and every Member of the Association, Owners of units of Los Olivos Hermoso - Townhome Association, as well as the Association are liable in the case of any accident or injury that occurs related to the swimming pool.

Pool Hours 6 A.M. to 10 P.M. Daily

Keys Refer to "Keys: Swimming Pools and Tennis Court" in this document. Note: The bathroom doors lock automatically when closed.

Swimmers All swimmers are Owners, residents, or guests of Owners or residents, who are accompanied by the Owner or resident. The number of guests is limited to two.

Children and Non-swimmers All children under the age of 12 years of age and all non-swimmers must be accompanied by a responsible adult.

Pre-swimming Please shower prior to entering the pool.

Oils and Lotions Use oils and lotions with discretion as they affect the functioning of the filter and accumulate on the pool tiles. The pool deck and furniture are easily stained by these materials.

Furniture After using the pool furniture, return it to the shaded area of the ramada to help prevent its deterioration by the Sun.

Housekeeping Help keep the pool areas clean by placing garbage, ash trays, cans, etc., in trash containers.

Radios Battery powered radios may be used at the pool at a low volume provided they do not disturb

pool occupants or nearby residents.

NO-NO'S

NO DIVING

No apparel other than that designated for swimming in the pool.

No running or rough play.

No throwing of objects, balls, frisbees, etc.

No glass objects, bottles, glasses, etc.

No pets (dogs, cats, etc.) in the fenced pool area.

No rafts, toys, or other items are to be left in the pool areas.

IT IS IMPORTANT TO SECURE THE SWIMMING POOLS FROM SMALL CHILDREN, WHO MAY OR MAY NOT BE SUPERVISED, BY KEEPING THE POOL GATE LOCKED AT ALL TIMES. (City Code Sec. 24 seq.)

TENNIS COURT RULES

The following rules have been adopted for those residents who wish to use the tennis court:

1. Keys: Refer to "Keys: Swimming Pools and Tennis Court" in this document.
2. Play is limited to one and one-half hours for singles and two hours for doubles. If no one is waiting to use the court, play may continue until others wish to use the court.
3. The tennis court is to be used by qualified tennis players, for tennis only. Children under 12 years of age are to be accompanied by a responsible adult. An Owner must accompany any guest tennis players.
4. Owners are responsible for the conduct of their guests and tenants.
5. Proper attire must be worn at all times, including appropriate footwear so as not to harm the court surface.
6. Players should remove all trash, including tennis cans and tops, when they leave the court.
7. No lawn chairs are allowed inside the fenced area.
8. No toys, such as roller skates, bicycles, soccer balls, etc., are allowed inside the fenced area.
9. No animals are allowed in the fenced area of the tennis court.

LOS OLIVOS HERMOSO-TOWNHOME ASSOCIATION APPLICATION FOR DESIGN REVIEW

All applications for exterior changes of your residence must be submitted to the Los Olivos Hermoso-Townhome Association's Architectural Design Review Committee/Board of Directors. The Los Olivos Hermoso-Townhome Association's Covenants, Conditions and Restrictions (CC&Rs) require that a homeowner obtain the prior written approval for any structural change, alteration or addition to property within the Los Olivos Hermoso-Townhome Association. See Article 3.1 of the CC&R's.

Please note that approved applications must be completed in a timely manner. A project completion date is required on the Application. If additional time is required for you to finish your project, an extension request is listed on the second page of these forms.

To comply with the CC&Rs, please submit this application with all the required attachments to:

Los Olivos Hermoso-Townhome Association
c/o Vision Community Management
16625 S Desert Foothills Pkwy • Phoenix, AZ 85048
Phone: (480) 759-4945 • Fax: (480) 759-8683
Email: LosOlivosHermoso@WeAreVision.com • Website: www.wearevision.com

The time for approval begins when this application is received by the Committee. The Committee may take up to (45) days to approve, approve with conditions, or disapprove the application. If you have not received any form of communication from the Committee or the Association after (45) days, please call the Community Manager for a status update.

Homeowner's Name: _____

Homeowner's Mailing Address: _____

City: _____ State: _____ Zip: _____ Lot or Unit #: _____

Phone: _____ Email: _____

The undersigned hereby submits its Application for Design Review to the Architectural Committee or the Board of Directors of Los Olivos Hermoso-Townhome Association for review and approval of the following item(s):

Description of Requested Change (please specify): _____

Attached please find plans and/or specifications of the above marked items for application, which includes (if appropriate):

- Dimensions (height, width, length)
- Sample of color(s) to be used
- Drawings
- Plant type and location
- Samples or descriptions of materials to be used
- Type of material
- Photographs or sample elevations for a visual picture of the proposed project
- Person doing installation/work: _____

Licensed contractor: Yes No

Expected completion date: _____

Please notify me at _____ if you have any questions. I understand that should the application not be complete in order to determine approval or disapproval, the Architectural Committee or Board will disapprove the Application and return it to me with a statement for the disapproval. The owner agrees to comply with all applicable City, County, and State laws and to obtain all necessary permits. This application and the drawing will be retained for the Association's records.

COMPLETION DATE EXTENSIONS are available if required. If this application is requesting an extension what is that date: _____

Homeowner's Signature _____ Date: _____

FOR ASSOCIATION USE ONLY

Los Olivos Hermoso-Townhome Association Architectural Committee or Board of Directors

- Approves the above application
- Approves the above application with the following conditions: _____

Disapproves the above application for the following reason(s): _____

Signature: _____ Date: _____

| | | | |
|---------------|---------------------|-------------------------|---------------------|
| Date Received | Mailed to Committee | Received from Committee | Mailed to Homeowner |
|---------------|---------------------|-------------------------|---------------------|

Los Olivos Hermoso - Townhome Association
c/o Vision Community Management
16625 S Desert Foothills Pkwy, Phoenix, AZ 85048
P: 480-759-4945 F: 480-759-8683 E: LosOlivosHermoso@WeAreVision.com

Landscape Request

Thank you for your interest and enthusiasm in maintaining the beauty of our neighborhood. Complete this form, front and back, and submit it to any member of the landscape committee.

Homeowner Name _____ Lot

Mailing Address _____ City _____ State _____ Zip Code

Home Phone _____ Work Phone _____ Email

I fully understand and agree that, although I am paying for the plants to be installed in the shared common bedding areas outside my unit, these plants remain the property of the association.

Following approval, I will purchase my plants and will be doing the planting myself.

Following approval, I will purchase my plants but would like the landscape contractor to install them and understand the landscape committee will make arrangement to schedule installation. I also understand I will be responsible for a minimal charge if the landscape contractor does this work.

I certify that:

1. I am the owner of the property and assume all responsibility for approval
2. All requested information for the project will be supplied to the Landscape Committee and no work will commence until written approval is received.

Homeowner Signature _____ Date

List plants selected from the approved plant list and indicate (by number) the approximate location for installation. *See back of form*

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____


| |
|-------------------|
| Front Wall |
| Planting Bed |

| |
|--------------|
| Wall |
| Planting Bed |

If the planting is in a different area, please indicate briefly where it will be done.

Committee/Board Use Only

Received

Approved 

Disapproved 

Inspected