

AMERICAN WEST VILLAGE

OWNERS ASSOCIATION

ARCHITECTURAL REVIEW

PROCEDURES

The attached Architectural Review package contains an Architectural Change Request Form and instructions.

Any and all exterior improvements to your property must be submitted to the Architectural Review Committee (ARC) for review and approval prior to commencement of work.

The following details the procedure for submitting improvements for review by the Architectural Review Committee:

- 1) Submit one (1) completed copy of the Architectural Change Request Form(s), Color photos of improvements, Construction drawings, etc.*
to:

AMERICAN WEST VILLAGE OA

C/O Epic Management

8712 Spanish Ridge Ave

LAS VEGAS, NV 89148

OR email to

general@epicamlv.com

- 2) Upon review of your plans by the Committee, you will receive written notice of their approval, rejection or conditional approval within *{per your governing documents, e.g. **forty-five (45)}**}* days.

To avoid construction delays, please ensure forms and plans are complete prior to submittal. Any incomplete submittals will be returned.

CONSTRUCTION IS NOT TO BEGIN UNTIL WRITTEN APPROVAL OF PLANS IS OBTAINED BY THE ARCHITECTURAL REVIEW COMMITTEE.

ARCHITECTURAL REVIEW REQUEST

SUBMITTAL GUIDELINES

Homeowners shall receive approval of proposed work prior to the commencement. If work begins prior to the Board's review of the Architectural Request Review (ARC), homeowners will be sent a Cease-and-Desist notice and will be responsible for all costs, fees and/or applicable fines as prescribed by the Association's CC&R's.

The Board may ask, as prescribed by the Association's CC&R's and NRS 116, that the property is returned to its original condition, solely at the homeowner's expense, if the homeowner does not receive approval for their ARC.

*[** if applicable **]* Any work that has the potential to damage block walls, streets, sidewalks, common areas, etc. as determined by the Board of Directors and/or the Architectural Review Committee will require a bond deposit.

All deposits will be cashed and returned after completion and inspection of the common area.

Please provide color photos, if possible, of all proposed improvements.

Diagrams/drawings must include location and screening of equipment, site plan, setbacks, materials, colors and any information pertinent to the proposed improvement such as brochures, pictures, etc.

Plans for the improvements must include the methods that will be employed by the homeowner or contractor to complete the proposed work.

All forms must be filled out completely. Any missing information will result in your request being placed on hold until all required materials are received.

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ARCHITECTURAL REVIEW REQUEST FORM

APPLICATION DATE: _____ TELEPHONE _____

HOMEOWNERS NAME _____

PROPERTY ADDRESS _____

MAILING ADDRESS _____

I (we) hereby request approval for the following home improvement. Attached are complete plans of the proposed improvement. NOTE: Plans should include adequate information to render a decision, including, but not limited to, site plan with set-back information, drawings, utility information drainage plan, as well as information regarding the type of materials to be used and exterior colors. **An impact neighbor statement must also be attached.**

IMPROVEMENTS, INCLUDING MACHINERY THAT WILL BE USED:

START DATE: _____ COMPLETION DATE: _____

CONTRACTOR: (Name, address, telephone & copy of contract and permit)

****NOTE: YOU ARE RESPONSIBLE FOR ALL PERMITS AND ADHERENCE TO ALL MUNICIPALITY CODES AND SET BACKS.**

DO NOT WRITE BELOW THIS LINE

DATE RECEIVED: _____ DATE REVIEWED: _____

ADDITIONAL INFORMATION REQUIRED: YES / NO

DATE ADDITIONAL REQUESTED: _____ APPROVED: YES / NO

ADDITIONAL COMMENTS/CONDITIONS:

APPROVED BY: _____ DATE: _____