

Architectural Review Check List:

I. What we need:

- Two (2) Complete Sets of Plans or site plans
- Two (2) Copies of letter of discussion/approval from neighboring lots.

II. Submittal of Plans:

- Documents listed above can be mailed to:
Association of La Buena Vida Estates, Inc.
Attn: Architectural Review
PO Box 31477
Tucson, AZ 85751.
- Alternatively, if your documents can be reduced to Adobe Portable Document Format (PDF), you can email them as attachments to info@labuenaavidahoa.org. **Only PDFs are acceptable.** We do not have the ability to review raw CAD files or other architectural electronic file formats.

III. Approval Process:

1. Secretary calendars plans on a board agenda for review and discussion at a specific board meeting. You will be notified of the date and time. You or your representative are welcome to attend.
2. Document Set returned with a date and signature, for your records.
3. Document Set is archived for the Community.
4. La Buena Vida also requires a copy of permits from Pima County Development Services to be archived with your plans.

IV. Archive

A permanent entry in the Architectural Ledger Book is made for the lot number. The entry is cataloged by lot number as it is a stable entity while ownership changes from time to time.

1. The approval is good for one year from board approval date.
2. Any additional changes (redlines) to the original plans must be resubmitted for review.
3. If construction does not begin in the year time frame, your approval will be null and the plans shall need to be re-submitted.