

Association of La Buena Vida Estates, Inc.

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.
- Two (2) copies of permits from Pima County Development Services to be archived with your plans.

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@labuenavidahoa.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:

- 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 is welcome to attend.
- Document Set returned with a date and signature, for your records.
- Document Set is archived for the Community.
- As of June 15, 2011 all **solar energy device** projects must be rooftop installation and installed in such a way as to not create a safety hazard due to weight or other safely engineering issues.

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.

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