

CHAMPION PLACE COMMUNITY ASSOCIATION ARCHITECTURAL REVIEW APPLICATION

In order for your request to be processed as quickly as possible, please take care to write legibly on the application and accompanying documents. If you are under an expedited timeline for your project due to contractor scheduling, please note “RUSH” on your application, and we will make every effort to rush your request. PLEASE NOTE: NO work may begin until you have received WRITTEN approval. All forms must be fully completed by the Homeowner and must be accompanied by:

Detailed Plans, Drawings, Photos

- Must show exact location of proposed improvement in relation to house and property lines.
- Drawings must include dimensions, setbacks, plant types and locations, and specifications of materials and colors etc., relevant to the proposed improvement.
- Before and after photos are required for major projects with a deposit (see below).
- Before photos for minor projects are not required, but may be requested by the board, for the purpose of understanding existing conditions relative to the improvement.

Materials Being Proposed

- **Colors.** Color swatch or sample is required. If you do not have a swatch or sample an accurate photo representation of the proposed color is permitted. Please also provide colorname.
- **Landscape Rock.** The color name and size of the rock must be specified.
- **“Match Existing.”** You may specify materials to “match existing” builder installed material or paint. If “match existing” is specified, a clear, color photo of the existing surface must be attached.

Damages to Common Area

- Any damages to common areas as a result of property work homeowner will be assessed for the damages.

Building Permit for Major Projects

- Any major project that is installed such as a pool, spa, patio, balcony or home extension; a building permit is required by the contractor doing the work. Permit information: www.cityofhenderson.com.

For additional information regarding the CHAMPION PLACE CA, you may refer to your CC&R’s, ARC Guidelines or contact the management company at (702) 202-4330 or jen@pandgmanagement.com

You may submit your CHAMPION PLACE ARC Application request via email or fax.

Mailed Requests to:	Fax requests to:	Email Requests to
Champion Place CA	Champion Place CA	jen@pandgmanagement.com
129 W. Lake Mead Pkwy #16	702-202-3910	
Henderson, NV 89015		

CHAMPION PLACE COMMUNITY ASSOCIATION
ARCHITECTURAL REVIEW APPLICATION

PAGE 1 – HOMEOWNER CONTACT INFORMATION

NAME (please print) _____ DATE _____

PROPERTY ADDRESS _____

MAILING ADDRESS _____

(If different from above) Address/ Street City /State Zip

PHONE NUMBER _____ CELL # _____

EMAIL ADDRESS _____

BRIEF DESCRIPTION OF PROPOSED IMPROVEMENTS _____

PROPOSED START DATE _____ PROPOSED COMPLETION DATE _____

SIGNATURE X _____

Please do NOT write below this line.

DATE RECEIVED BY: ARC _____ DATE REVIEWED BY: ARC _____

ARC DECISION: [] APPROVED [] CONDITIONED APPROVAL [] DENIED

ARC REPRESENTATIVE SIGNATURE _____ DATE _____

ARC COMMENTS: _____

Please Note: Although we make every effort to expedite the process, the architectural review process can take up to forty-five (45) days from the time a completed application, with all supporting documentation is received. Work should not commence until approval from CHAMPION PLACE is provided. Upon review of your plans by the Committee, you will receive a written notice of their approval rejection or conditional approval within thirty (45) days via US Postal.

CHAMPION PLACE COMMUNITY ASSOCIATION
ARCHITECTURAL REVIEW APPLICATION

PAGE 2 – NEIGHBOR IMPACT FORM

If your project will impact/disrupt your neighbors, this awareness form is to be filled out. The purpose of the Neighborhood Awareness Form is to ensure that all impacted neighbors are properly **advised** regarding proposed improvements. By signing the Form, the neighbor is **not granting** or **denying** the requester permission. Only the Architectural Review Committee (ARC) may approve or deny the request. In addition, if the neighbor has a comment on the proposal, they should indicate this on the comment line or contact CAMCO to comment confidentially.

NAME: _____

PROPERTY ADDRESS: _____

FULL Description of proposed improvement:

Please make all reasonable attempts to obtain at least 2 of the 4 neighbors' signatures. If the property next door is vacant, please write that in the comments with the property address. If you have made multiple attempts, but have not been able to get a response, please indicate the date and time of at least two attempts.

Front Facing Neighbor: Address: _____ Signature: _____

Comments: _____

Side Facing Neighbor: Address: _____ Signature: _____

Comments: _____

Side Facing Neighbor: Address: _____ Signature: _____

Comments: _____

Rear Facing Neighbor: Address: _____ Signature: _____

Comments: _____