

PMHA Plan Approval and Grading Request Form

Mail to: PMHA, PO Box 2339, Overgaard, AZ 85933

Property Owner: _____ Lot #: _____

Mailing Address: _____ Phone #: _____

Purpose of Request

- | | | | |
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| <input type="checkbox"/> New Construction or Remodel/addition; <i>Fill out entire form, include review fee as below; sign form.</i> | <input type="checkbox"/> Change house paint color, siding/roofing. <i>Skip ahead to page 2, #11-#12. Sign form, no fee.</i> | <input type="checkbox"/> Grade lot (as for a new driveway, etc.) Skip ahead to page 3, Grading. <i>Sign form, no fee.</i> | <input type="checkbox"/> Build a fence. Skip ahead to page 3. <i>Sign form, no fee.</i> |
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- 1) ALL CLEARING & GRADING OF LOTS MUST HAVE WRITTEN APPROVAL OF PMHA. No trees or other native vegetation shall be cleared from any of said lots except to the extent that such clearing is necessary to allow construction of a residence, provide driveway access thereto or provide reasonable fire protection or removal as a safety precaution. (see ARTICLE 2 of CC&R's).
- 2) **Three (3) sets of plans** are to be submitted to PMHA for approval. One (1) set will be retained by PMHA and two (2) will be returned to you or your contractor for submission to Navajo County.

* NO PLAN IS TO BE SUBMITTED TO NAVAJO COUNTY WITHOUT THE PRIOR APPROVAL BY THE PMHA ARCHITECTURAL COMMITTEE.

* ANY EXTERIOR OR STRUCTURAL CHANGES REQUESTED **AFTER** PLAN IS APPROVED MUST BE SUBMITTED IN WRITING.

- 3) A plan review fee of **\$200.00** must accompany the above plans. Up to \$100.00 may be refunded at the completion of the construction. A copy of the final inspection will be required prior to refund.
- 4) **Proof of ownership** of property must accompany any plan submittal. If an adjoining parcel is purchased by a homeowner with the intention of constructing a structure, the following conditions must be met:

*New water and sewer lines may be attached to the existing home, if practical, and can be done by the homeowner or a contractor. If this is not practical, due to grade and/or distance, see #5 below regarding the existing sewer tap on the newly acquired parcel.

- 5) All new construction or adjacent lot construction, if applicable (see #4 above), **must hook up to the subdivision sewer system**; no septic systems/tanks allowed (ARTICLE 3 of CC&R's).
*Homeowner will be responsible for contacting the subdivision's sewer service provider (see attached contact list) to obtain a "letter of release" permission to tap into the sewer line (required by Navajo County).
*Homeowner will be responsible for any fees/assessments associated with excavation and hooking into the sewer line.

****ALL ITEMS REQUESTED IN ITEMS 2, 3, & 4 MUST BE RECEIVED BY THE PMHA ARCHITECTURAL COMMITTEE PRIOR TO REVIEW OF YOUR PLANS/PROJECT. FAILURE TO SUBMIT PLANS PRIOR TO START OF CONSTRUCTION (ARTICLE 6 OF THE CC&R'S) MAY RESULT IN THE ASSESSMENT OF A \$500.00 FINE.**

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- 6) **Property lines must be strung** prior to construction and **18" culvert(s) if required, installed** within a reasonable timeframe.
- 7) **Setbacks must be adhered to;** No structure shall be erected on any lot within 20 feet of the front or rear of said lot or within 15 feet of either side line of said lot. Setbacks may be modified (request must be in writing to PMHA Architectural Committee) if PMHA is of the opinion that the setback requirements would work an undue hardship or where a variance would be in the best interest of the lot owners and subdivision as a whole. If approved by PMHA, a variance must be obtained through the Navajo County Planning Department by Board Adjustment action (ARTICLE 4 of CC&R's).
- 8) **The exposed stem wall may be no higher than 18"** above the highest point at which the natural slope of the land meets the stem wall.
- 9) **The height of the structure may not exceed 24 feet** from the bottom of the first level floor joists to the highest point of the roof.
- 10) Livable square footage: **MINIMUM 1500 SQUARE FEET.**
1ST Floor: _____ 2nd Floor: _____ Other: _____
Total livable square footage: _____ Decking: _____
Garage: _____ Attached Detached
- 11) Type of siding: _____ Siding Color: _____
Trim Color(s), including gable fascia, deck, deck stairs, railings and balusters: _____
Provide color samples and siding sample for above items.
- 12) Type of roofing: _____ Roof Color: _____
Provide roof and color samples
- 13) Type of heating/cooling:
 Propane Electric Wood Other, explain: _____
If Propane, an enclosure for the tank is required, using approved materials and must match the house siding or block stem wall.
- 14) **A portable toilet** must be provided on the job-site upon commencement of construction.
- 15) Adjoining lot(s) may not be used for parking of construction equipment, vehicles or access to the job site. No building or waste materials may be stored or placed on adjoining lot(s). **NO DRIVEWAY (OTHER THAN CONSTRUCTION SITE) MAY BE USED AS A TURNAROUND.**
- 16) **Construction debris** must be removed at least weekly. No waste is to be left on premises.
- 17) **No open fires** of any kind, for any purpose, are allowed on any lot in PMCCE, with exception of properly constructed wood burning or propane firepit. Approved fires **must have** screened cover/spark arrester, be encircled by non-flammable materials such as rock, brick, etc., and have 15 feet of vertical and horizontal clearance. **Violations will be subject to fines** (ARTICLE 2, A thru C of CC&R's).

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18) Upon commencement of construction, the exterior of all structures **must be completed within six (6) months**. (ARTICLE 16 of CC&R's).

19) **Construction Hours:**

Monday through Friday – 6:00 AM until 6:00 PM

Saturday and Sunday – 8:00 AM until 5:00 PM

****NO HEAVY EQUIPMENT (INCLUDING, BUT NOT LIMITED TO) BACKHOES, HAMMERHOES AND SKIDSTEERS, MAY BE OPERATED ON SATURDAY OR SUNDAY!**

20) Note to Builders: **all signage** must be affixed to the building/structure, or placed at the front of the lot prior to building commencement and must be removed at the time of building completion.

21) **Yard Art:**

No yard art, statuary, decoration, artificial or manmade decorative addition shall be placed, erected, situated or maintained on any lot without the prior written permission of the PMHA Architectural Committee.

FENCING

- Cedar wood, split rail type fencing, of open design.
- **No** solid fencing of any material and **no metal** fencing of any type is allowed.
- **Height** cannot exceed 36".
- Posts should be spaced 8 feet on center.
- No fencing of any kind specifically intended as a dog/pet run is allowed.
- **String property lines** prior to construction if plan includes fencing your property perimeter.
- Any fencing request **must be submitted in writing** with plans and materials description. Failure to do so may result in a fine and removal of non-compliant fencing.
- **Optional:** May apply a flexible, fine, black, nylon or poly mesh to **the inside** of the cedar split rail fence for added security. Mesh needs to be virtually "invisible" from a distance and of fairly open weave; approximately 1.75" x 1.97". Check out these websites: www.easypetfence.com or www.critterfence.com for examples of acceptable products. The featured Tenex brand fence rolls may also be available at Amazon, Home Depot or Lowe's. Other name brands of similar features may be found and may be considered.

****NON-COMPLIANCE WITH ANY OF ITEMS #7 - #10 and #13 – #20 OR FENCING SECTION, MAY CAUSE A PENALTY IN THE AMOUNT OF \$100.00 PER DAY FOR EACH INFRACTION.**

GRADING

1) No grading or changes other than as necessary to achieve driveway access.

2) Grading changes as follows:

MUST PROVIDE ELEVATION DRAWINGS AND WRITTEN DESCRIPTION OF REQUESTED CHANGES.

**This is a contract between PMHA, Lot Owner(s), and Builder(s)/Contractor(s).
BY SIGNING, ALL PARTIES AGREE TO THE TERMS AND CONDITIONS.**

Owner(s) Signature _____ Date: _____

Builder(s)/Contractor(s): _____ Date: _____

License #: _____

Comments:

*****Any deviation from the approval dates listed below must be discussed with and approved by the architectural committee. This includes extensions of timeframe due to inclement weather conditions, material shortages, or labor/subcontractor availability delays.***

Approved: _____ **Date:** _____

Approval Expiration Date: _____

Proposed Project Commencement Date: _____

Any project that does not commence on or prior to the approval expiration date must submit a new request.

Not Approved: _____ **Date:** _____

The Association shall have the right to approve, or to refuse any such plans, specifications, or grading plan, which are not suitable or desirable, in its opinion, for aesthetic, or any other reasons ((ARTICLE 6, of CC&R's).