

# Continental Country Club

# Design Review Form

### OFFICE USE ONLY

Rec'd by: \_\_\_\_\_ Date Rec'd: \_\_\_\_\_ Account #: \_\_\_\_\_

Amount paid: \$ \_\_\_\_\_ By:  Cash  Check  Credit Card

Scanned [ ] BW [ ] Letter to owner [ ]

*Please review the reverse side of this form for information gathered from the CC&Rs in relation to modifications and/or improvements to the outside of your property. All submitted materials become the property of Continental Country Club. The Architectural Control Committee reserves the right to take up to 30 days to review your request. **Please note: City Permits must be obtained prior to work commencement for improvements/modifications requiring city approval.***

Owner's Name: \_\_\_\_\_ Property Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Type of modification and/or improvement (check all that apply):

Remodel/Addition – \$100 review fee  New Construction – \$200 review fee

All other improvements (e.g. privacy fence, repainting, deck replacement, tree removal, etc.) – \$25 review fee

**Please provide a detailed description of the work to be completed on your property, using additional pages as necessary. Include type of material to be used, color(s), dimensions of structure, location on lot, etc., as applicable.**

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I understand that any work performed prior to approval from the Architectural Control Committee (ACC) shall be subject to fines, and Continental Country Club HOA reserves the right to require restoration of the property to its prior condition. Any alterations to this request must be resubmitted for review by the ACC. If any work is performed other than that which has been approved by the ACC, approval will be voided, fines may be imposed, and restoration of the property to its prior condition may be required. All work must be completed within the allotted timeframe, and no more than 364 days from the date of approval without review of the ACC. **It is YOUR responsibility to know your property lines.** If you live on the Golf Course (Aspen Valley or CCC) know which course your property borders and obtain permission from Aspen Valley Golf Course if you are along their property IN ADDITION to permission from Continental Country Club PRIOR to the commencement of any construction.

Homeowner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Office Use Only

ACC Action:  Approved  Approved WITH CONDITIONS  Denied

COMMENTS: \_\_\_\_\_

Signature(s) of ACC Member(s): \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

This form must be completed and a response must be obtained from the Architectural Control Committee (ACC) *prior* to the commencement of work. Please be sure to provide complete information with your request, such as: color and material samples (via color swatch, brochure, photo, etc.), distance to property lines, architectural drawings, sketches, blue prints, etc. **Please note: both a bird's eye view (with information regarding setbacks) and an elevation must be provided for remodeling/addition projects, as well as new construction projects.** If you have any questions or concerns, please contact Continental Country Club at 928.526.5125. *The following excerpts are provided based on the Amended and Unified Declaration of Restrictions Continental Country Club in conjunction with the Continental Country Club Rules and Regulations. Please consult these sources of information for a complete description, or for more information not specifically listed below.*

**Setback Requirements:**

	Front	Rear	Sides
Lakeside Acres I	25	25 <sup>1)</sup>	25
Lakeside Acres II & III	20	20	10 <sup>2)</sup>
Marina del Lago	25	20	15 <sup>3)</sup>
Sunridge	20	20	8 <sup>2)</sup>
Woodridge	25	25	10 <sup>2)</sup>
All Others	20	20	10 <sup>2)</sup>

**NOTE: Lots bordering the golf course or open space must maintain 25 feet to lot line.**

<sup>1)</sup> Structures on lots bordering the lake must be 20 feet from the maintenance easement, which is 50 feet from the lake.

<sup>2)</sup> Minimum separation of 20 feet between structures located on adjacent parcels.

<sup>3)</sup> Minimum separation of 30 feet between structures located on adjacent parcels.

**Other Guidelines:**

- Fences, hedges and walls are prohibited except for those circumstances outlined below, and all must be approved prior to construction:
  - Split rail fences are permitted for landscape purposes only, and may not exceed 42” in height
  - Privacy fences are permitted for specific purposes (e.g. dog run, private patio, etc.) and shall not exceed 6’ in height or enclose more than 150 square feet in area. Privacy fences must be attached to the house, made of wood, and painted the identical color as the base paint of the house.
  - Privacy screens are detached landscaping features and shall not exceed 6’ in height, shall not extend greater than 15’ for a single screen or 30’ total lineal length on a single lot.
  - Ornamental iron will be considered on a case-by-case basis.
  - Chain link and other metal fencing materials are prohibited, unless concealed from view by a wooden fence.
- Tree Removal
  - Approval is required for the removal of native trees greater than 3” in diameter.
  - Permission to remove dead trees or trees less than 3” in diameter is not required.
  - Tree removal in conjunction with new construction or room additions must be addressed in the blueprints.
- Natural, earth-tone colors are encouraged for building exteriors. Colors must be within the spectrum of the approved color palette, available for homeowner viewing at the Front Desk in the Clubhouse. A Design Review Form *must* be submitted, even if the house is being repainted the same color.
- Construction of additional parking slabs must be submitted to the ACC *prior* to construction. Parking areas may be constructed of poured concrete, pavers, or compacted gravel.

**Please submit completed form, associated documents, and review fee to:**

Continental Country Club  
 Architectural Control Committee  
 2380 N. Oakmont Dr.  
 Flagstaff, AZ 86004