



DESIGN REVIEW BOARD APPLICATION

MODIFICATIONS & NEW CONSTRUCTION

Dear SouthShore RCA Homeowner:

Thank you for your interest in improving your property in SouthShore. In order to complete your request, please note the following:

The Design Review Board ("DRB") meets the 2nd Wednesday of the month to review applications for new construction and architectural and landscape modifications. The Board may also meet on the 4th Wednesday of the month if necessary. **Applications are reviewed in a timely manner and a quick turnaround time is something we strive for, but please be advised a decision may take up to forty-five (45) days.** Please consider this time frame when planning your project. Applications must be received at least one week (seven (7) calendar days) prior to the meeting to be considered. After the DRB reviews your application, you will be notified of their decision in writing either by mail or email.

No project may commence until written DRB approval is obtained. Projects that begin PRIOR to obtaining approval will be referred to the HOA Board for possible fines and you may be forced to remove any modifications made without approval.

All exterior modification and/or additions to a completed residence (i.e., exterior painting, landscape alterations, flat work, additional structures, new construction etc.) require approval of the DRB.

A non-refundable application/review fee plus a refundable deposit (please refer to the DRB Fee Schedule for the amount for your project) is to be submitted with the initial application prior to review by the committee. Expenses incurred by the DRB during the review process such as inspection and consulting fees relating to the project will be deducted from the refundable deposit. Upon completion of the project and a final inspection confirming the project was completed in accordance with the approved plans, the remainder of the deposit will be refunded to the homeowner. **Applications will not be presented to the DRB until the application/review fee and refundable deposit are received in full. Homeowners must also be in good standing with the Association prior to requesting approval for any improvements and remain in Good Standing in order to advance through the design review process and before any deposits will be refunded.**

Upon completion of the project, please submit the attached Notice of Completion. This form is required to receive any remaining deposit amount and may not be submitted prior to completion of the project. Failure to submit the Notice of Completion within sixty (60) days from the date of completion will result in forfeiture of any deposit refund due.

By submitting this Application, you understand and consent that the DRB, in its discretion, may submit your plans and specifications for comment to the DRB's consulting Architect and Landscape Architect.

You further understand and consent to the payment of these Architect's fees from your refundable deposit. If you have any questions, please do not hesitate to contact the office.

Sincerely,

Design Review Board

SouthShore Residential Community Association

Enclosed within this packet: DRB Application, Fee Schedule, Dumpster Request Form, Notice of Completion



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Date Submitted: _____ Date Reviewed: _____
Homeowner's Name: _____
Phone: _____ Email: _____
Property Address: _____ Parcel / Lot Number: _____
Mailing Address: _____

Nature of request

- New Construction
Landscape Modification
Alteration / Addition to Existing Home
Concrete Additions or Alterations
Fences / Walls / Gate Courtyards
Patio Covers / Gazebos / Arbors / Awnings
Pools / Spas / Fountains / Other Water Features
BBQ / Fireplace / Firepit
Paint of House / Trim Accessories / Walls / Fences / Gates
Roof Repair / Replacement
Other (Please specify below)

Location of Project

Front Rear Adjoining Golf Course? Yes No
Does project involve changes in the view area? Yes No
Does the Association maintain any landscaping? Yes No
Is this project in an easement area? Yes No
Is a dumpster needed for this project? Yes No

This project is anticipated to be completed within _____ days after receiving DRB approval. Scope of Work: (Provide a brief description of the proposed work)



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PLEASE READ AND INITIAL ALL APPLICABLE ITEMS BELOW:

I have read the Association's Design Guidelines dated February 24, 2021 before submitting this project to ensure that what I am requesting is acceptable in SouthShore. My contractor is also aware of these guidelines. Initial _____

I acknowledge that if the proposed construction or modifications are approved, I will be responsible for completing the work within the time period specified and complying with the scope of work, dimensions, and details indicated on the plans. Initial _____

I acknowledge that NO work may commence prior to the approval of the DRB, and that I will be liable for all costs necessary to bring any non-conforming work into compliance with the design guidelines. Projects that begin PRIOR to obtaining approval will be referred to the HOA Board for possible fines and you may be forced to remove any modification made without approval. Initial _____

I acknowledge that licensed and insured contractor(s) will be used on this project. All necessary building or other permits from the applicable governmental agencies will be obtained. The DRB may require copies of such licenses and permits be presented upon request. Initial _____

I understand that it is my responsibility to be sure Building Permits are secured when required. Initial _____

I have enclosed the deposit and fees required for submission of this project in accordance with the deposit and fee schedule included in this application packet. Initial _____

I understand that approval by the DRB does not imply that all city codes, load calculations, setbacks, or engineering specifications have been met. Initial _____

If my project affects the view cone of my neighbors on any side, I understand that I may be required to obtain their written consent before final approval is given. Initial _____

Once approval is received, I will provide my contractor(s) with the "Rules for Contractors" provided with this application. For construction jobs, I will also provide my contractors with the "Pre-Construction Packet" and have them complete all applicable forms. Initial _____

I am in "good standing" with the Association (i.e. current on assessments, violation fines, and all violations not cured by this project are remedied). Initial _____

I understand that the attached Dumpster Request Form must be completed and approved by SSRCA Management before any dumpster will be allowed in the Community and that said dumpster will be placed and kept in accordance with the rules outlined on the Dumpster Request Form. Initial _____

I have enclosed 12" x 12" minimum sized samples of colors and materials to be used on this project, properly labeled to describe where they will be used. Initial _____

The Applicant shall reimburse the Association for all expenses incurred in connection with correcting or removing any items in non-compliance with the approved plans. Initial _____



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In support of this application, two copies of a drawn plan and any other information requested by the Design Review Board are required. The plans will show where applicable: site plan, floor plan, exterior elevations, roof design, exterior materials and finishes, landscaping plan, building envelope, and such other items as may be needed to reflect the character and dimensions of the improvements. If the application is incomplete, the reviewer will notify the applicant as to the needed documents and the application will not be further considered until receipt of these materials.

The application requires the signature of the Owner(s). The undersigned acknowledges that if any work has commenced prior to the approval of the DRB that does not conform to the CC&R's or Design Guidelines, the Owner(s) may be fined and will be liable for all costs necessary to bring the work up to the current standards. The homeowner(s) understand that the DRB may at any time enter the property to inspect any improvement for which approval was granted.

This approval does not relieve the Owner(s) from all CC&R's and Design Guideline requirements nor does it constitute approval as to compliance with applicable Nevada Law or City of Henderson Building and Safety requirements or zoning ordinances. The Applicant has the sole responsibility for submitting accurate and complete specifications and for determining that he/she has the right to make the proposed improvements under all applicable laws. An approved application is valid for six (6) months. After that time period all deposits will be returned, the application will be closed, and a new application will be required to restart the project.

Submitted by: _____

Contractor Signature: _____

Name: _____

Owner(s) Signature (Required)

License # _____



EXTERIOR PAINTING

All submission requests for exterior painting need to complete this form. An 8.5" by 11" sample of the paint color (either actually painted or a drawdown) must be submitted. Homes that are in communities with a designated Paint Palette need not submit a sample. A diagram (hand drawn or photographs so noted) showing the placement of what colors go where is also required. Upon completion a comparison will be made with the sample provided to the finished project. If you are repainting the house with the exact same colors and placement, the above requirements are waived. Gloss and semi-gloss finishes are not permitted.

Repainting House exactly as before: _____ (if not, please complete the information below)

Body of House:	Brand	Name and Color#	Finish
Trim of House:	Brand	Name and Color#	Finish
Trim of House:	Brand	Name and Color#	Finish
Walls:	Brand	Name and Color#	Finish
Fence/ Gates:	Brand	Name and Color#	Finish
Window Trim:	Brand	Name and Color#	Finish
Doors:	Brand	Name and Color#	Finish



DESIGN REVIEW BOARD FEE SCHEDULE

Please remit two (2) checks payable to **SouthShore RCA**: one for the non-refundable fee and one for the deposit

Submittal Type	Description	Non-Refundable Fee	Refundable Deposit
Type I	LLV Mailbox Addition	\$0	\$0
Type I	Window Tinting	\$0	\$0
Type I	Satellite Dish Install	\$0	\$0
Type I	Statuaries, Pots, Decorative Elements	\$0	\$0
Type II	Lighting Fixture Revision	\$25	\$250
Type II	Landscape Replacement (per Original Design)	\$25	\$250
Type II	Exterior Painting-Same Color	\$125	\$1,000
Type II	Awnings	\$125	\$1,500
Type II	Exterior Door Change/Addition	\$125	\$1,500
Type II	Window Coverings/Shutters	\$125	\$1,500
Type II	Artificial Turf Install	\$125	\$1,500
Type II	Window Modification/Relocation	\$125	\$1,500
Type II	Solar Panel Install	\$125	\$1,500
Type II	Landscape/Lighting Addition	\$125	\$1,500
Type II	Permanent Statuaries	\$225	\$1,500
Type II	Permanent Water Features	\$225	\$2,000
Type III	Exterior Painting – Change of Color	\$225	\$2,000
Type III	Hardscape Additions/Changes	\$225	\$2,500
Type III	Cultured Stone Addition	\$225	\$3,000
Type III	Pillars/Columns/Pony Walls	\$225	\$3,000
Type III	Fire Pits, Outdoor Fireplaces, Built in BBQ	\$225	\$3,000
Type III	Roof Replacement	\$225	\$5,000
Type III *	Landscape Renovation	\$325	\$5,000
Type III	Fence/Wall Additions	\$325	\$5,000
Type III	Gazebo/Patio Cover/Trellis	\$525	\$5,000
Type IV	Pool/Spa Additions/Renovations	\$525	\$5,000
Type V *	Architectural Additions	\$1,525	\$10,000
Type VI *	New Home Construction	\$1,525	\$Up to 20,000
Type VII	New Home Plan Revision	\$150 per revision	On file

For types V - VII please submit an electronic copy of the plans in addition to the hard copy.

Section 8.2.3 of the SouthShore CC&Rs requires “any improvement which in any way alters the exterior appearance of any SouthShore Residential Area” requires approval from the SouthShore Design Review Board.

* These projects are subject to consultants’ fees. Other projects may require consultant review/per DRB recommendation.

The above fees and deposits are estimates only and are subject to change, per field conditions and costs incurred. All refundable deposits are projected and additional deposits may be required depending upon the complexity, specifications of the project, or the need to engage architectural or landscape consultants. Further, the above list is provided only as a basis for comparison, and may not accurately reflect the fees associated with your specific project. Please contact the SouthShore Residential Community Association at (702) 248-7742 for an explanation of the fees and deposits for your upcoming project.

Fee Schedule Revised 4/14/22



DESIGN REVIEW DESCRIPTION OF FEES

The Design Review Board (the "DRB") Process is the decisive juncture to ensure that the standards established within the Design Guidelines and Development Standards are adhered to, and the overall design integrity of the community is maintained. It is the desire of the DRB to institute a positive approach and establish an amicable relationship with the Owner throughout the Review Process. The term "Owner" shall be applicable to the homeowner or a representative thereof, typically the builder.

Application Fees

All proposed residential construction and renovations require submission of a completed Application for Residential Construction along with the applicable Review Fee(s) outlined in the fee schedule:

Non-refundable Fees

Type I: \$0

Type I Submittals are relatively simple modifications and alterations, or are purchases of items that will be installed on or around the residence. In several instances the DRB has delegated the power to approve these items to the DRB Coordinator since they can be initiated or constructed with a minimum of potential disruption to the community at large. Examples of Type I submittals are detailed in the fee schedule; however, submittals will be evaluated based upon their level of complexity and their overall impact on the community as determined by the DRB Coordinator.

Type II: \$25 – \$225

Type II Submittals are more complex improvements that require plans and the coordination of materials and contractors and, therefore, are subject to the review of the DRB in order to ensure compliance with the Design Guidelines. Examples of Type II submittals are detailed in the fee schedule; however, submittals will be evaluated based upon their level of complexity and their overall impact on the community as determined by the DRB Coordinator.

Type III: \$225 – \$525

Type III Submittals are more substantial improvements that require detailed plans and the coordination of materials and contractors and, therefore, are subject to the review of the DRB and or their licensed consultants in order to ensure compliance with the Design Guidelines. Examples of Type III submittals are detailed in the fee schedule; however, submittals will be evaluated based upon their level of complexity and their overall impact on the community as determined by the DRB Coordinator.

Type IV: \$525

Type IV Submittals are more substantial permanent improvements that require detailed plans and the coordination of materials and contractors and, therefore, are subject to the review of the DRB and/ or their licensed consultants in order to ensure compliance with the Design Guidelines. Examples of Type IV submittals are detailed in the fee schedule; however, submittals will be evaluated based upon their level of complexity and their overall impact on the community as determined by the DRB Coordinator.

Type V: \$1525

Type V Submittals are full scale architectural changes or minor additions (under 500 sq. ft.) that require detailed plans and the coordination of materials and contractors and, therefore, are subject to the review of the DRB and their licensed consultants in order to ensure compliance with the Design Guidelines. Examples of Type V submittals are detailed in the fee schedule; however, submittals will be evaluated based upon their level of complexity and their overall impact on the community as determined by the DRB Coordinator.



Type VI: \$1525

Type VI Submittals are improvements, renovations or additions that require fully scaled and detailed plans and specifications along with the coordination of materials and contractors and, therefore, are subject to the review of the DRB and their licensed consultants in order to ensure compliance with the Design Guidelines. Examples of Type VI submittals are detailed in the fee schedule; however, submittals will be evaluated based upon their level of complexity and their overall impact on the community as determined by the DRB Coordinator.

Type VII: \$150 per revision

Type VII Submittals relate exclusively to new home construction revisions on a non-developed lot within the SouthShore Residential Community. Fully scaled and detailed plans and specifications along with the coordination of materials and contractors are required and must be reviewed by the DRB and their licensed consultants in order to determine compliance with the Design Guidelines. Fees incurred by the SSRCA staff and design professional to review the plans will be subject to each revision.

Refundable Fees

All proposed improvements require the submission of a completed Application for Design. Additionally, a one-time Landscape/ Construction Deposit shall be allocated to each Owner. This deposit shall be returned upon the approved completion of all construction as determined by the DRB or SouthShore Board of Directors. The DRB reserves the right to withhold a portion or the entirety of the Deposit for any of the following reasons:

- To cover the cost of consultants and architects;
- The reparation of damaged roadways or common areas caused by the Owner or representatives thereof;
- The restoration or replacement of existing vegetation, grades or other natural features that have not been specifically approved for removal or alteration by the DRB during the Review Process;
- The cleaning of atypical amounts of dirt, debris or building materials left by the Owner or representative thereof;
- The completion of landscape improvements which are deficient of the Minimum Planting Requirements and vary from the design submission granted with a Final Approval;
- Incomplete installations three (3) months after the completion of residential construction. In the case any of these circumstances apply, the DRB shall notify the Owner of any such deficiency. The Owner must remedy such deficiency at the Owner's expense and within the granted timeframe as granted by the DRB. If this timeframe expires and the matter has not been resolved, the DRB shall make a deduction(s) against the Construction Deposit to rectify the issue.



DUMPSTER REQUEST FORM

Name: _____

Property Address: _____

Requested Dates: _____

Security needs to receive a copy of this approved form.

1. Safety cones must be placed at each end of the dumpster.
2. Dumpster cannot be overflowing.
3. Dumpsters cannot remain longer than **14 days**.
 - a. Any extension must be approved by the General Manager.
4. If the container has street legal wheels and hitch, it is not an approved dumpster and must be removed daily.
5. Dumpster must be covered when windy.
6. Repair of damage to Association property caused by a dumpster (Including delivery or removal) is the responsibility of the homeowner.
7. If placing the dumpster on asphalt, wood or padding must be placed under the feet or wheels; Failure to do such may result in a fine.

Is this dumpster being used for exterior modifications to your home? Yes _____ No _____

If yes, how long will it be in use? _____

Have you submitted an DRB application? Yes _____ No _____ Yes If so, when? _____

Date request received on: _____ Reviewed by: _____

Approved _____

Denied _____

Comments:



NOTICE OF COMPLETION
(Inspection and Request for Refund)

This form is to be completed and turned in to management once the project you received approval on is **COMPLETED**. Failure to submit this form, notifying the DRB that you have finished the project, will result in forfeiture of any deposit funds owed if not returned within 60 days from the date of completion. It is not acceptable to turn this form in prior to the work being completed.

Notice of Completion is hereby given for: (Address) _____

IMPROVEMENT, INSTALLATION OR CONSTRUCTION WAS COMPLETED on: _____ (date),
in accordance with the Committee's written approval of the above Owner's plans and submittal package.

IMPROVEMENT, INSTALLATIONS OR CONSTRUCTION HAS NOT BEEN COMPLETED, because:

Please review:

NEW CONSTRUCTION (may be subject to architect inspection)

FRONT/REAR YARD LANDSCAPING

EXTERIOR PAINT

POOL

PATIO COVER

OTHER: (specify below)

NAME OF OWNER (PLEASE PRINT): _____

SIGNATURE OF OWNER: _____ DATE: _____

MAILING ADDRESS OF OWNER:

