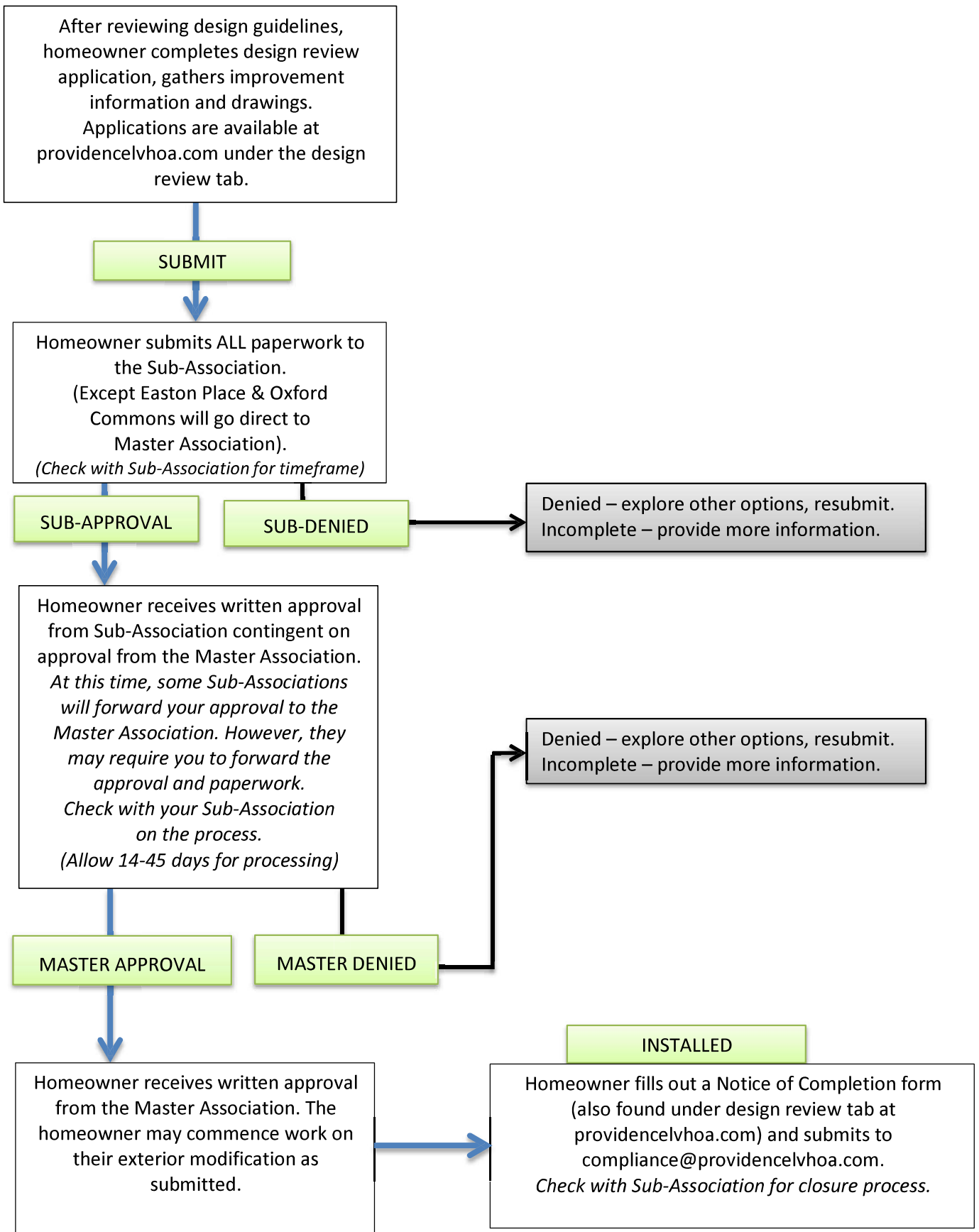


# Design Review Application Process

(Prior to starting any exterior modification)



**KENSINGTON AT PROVIDENCE HOMEOWNERS ASSOCIATION  
ARCHITECTURAL REVIEW APPLICATION  
CHECKLIST**

Please complete this form in its entirety (include any sketches, diagrams, color samples, photos, or other items which will explain your request as thoroughly as possible). Once completed, send the completed form and any additional items to Thoroughbred Management. You can submit the request in person at the Thoroughbred Management office or by mail to:

Kensington c/o Thoroughbred Management  
2555 West Cheyenne Avenue  
North Las Vegas, NV. 89032

You can submit the information by fax to (702) 515-2043 or e-mail a scanned copy to [mail@tmlv.com](mailto:mail@tmlv.com)

**CHECKLIST:**

1. Description, Location, Measurements, and Dimensions of Improvement/Landscaping
2. Landscape additions require: Names of plants, locations of plant material, and color and sample of rock material (picture acceptable)
3. Debris barriers must be placed in the street at both ends of property to eliminate debris run-off throughout the community for any pool/spa, hardscape, and/or landscape project.
4. Types of building materials used
5. Color Scheme of Improvement
6. County and/or City building permits attached. (If Applicable)
7. Project submittal with plans/sketches.
8. \$1,000 cashier's check deposit required for any project such as pool/spa construction, remodeling, and breaching of walls.
9. \$300 check deposit required for any Landscape/ Hardscape projects.

**No work may begin until you have received written approval from both Kensington at Providence HOA and Providence Master HOA. The application should only be submitted to Kensington HOA. Once reviewed, it will be forwarded to Providence Master HOA. You will receive separate decision letters, one from each HOA.**

For certain improvements affecting neighboring lots, the Architectural Review Committee (ARC) may require a Neighbor Impact Form (NIF) be completed, at the ARC's discretion. You will be contacted if a NIF is required. If you have questions, please contact your Community Association Manager at Thoroughbred Management.

***ANY INCOMPLETE SUBMITTAL WILL BE RETURNED***

**Submit to Kensington HOA:**

c/o Thoroughbred Management 2555 W. Cheyenne Ave. North Las Vegas, NV 89032  
Phone: (702) 515-2042 ♦ Fax: (702) 515-2043 ♦ Email: [mail@tmlv.com](mailto:mail@tmlv.com) ♦ [www.tmlv.com](http://www.tmlv.com)

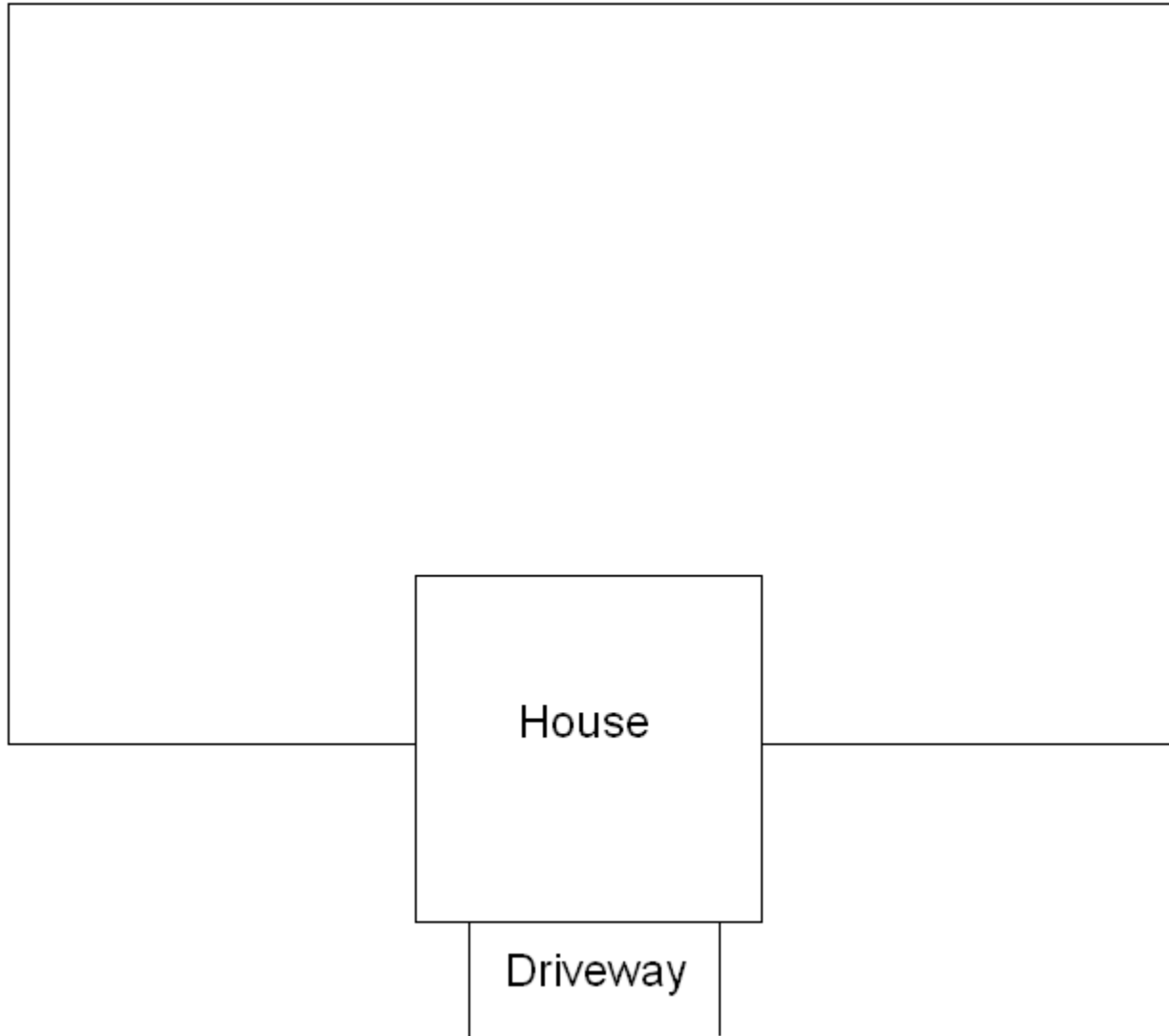


KENSINGTON HOMEOWNERS' ASSOCIATION  
ARCHITECTURAL REVIEW APPLICATION

**DRAWING/PLAN OF PROPOSED IMPROVEMENTS**

Draw plan in space provided or attach plan.  
Plan does not need to be professionally rendered.

Rear wall



**Submit to Kensington HOA:**

c/o Thoroughbred Management 2555 W. Cheyenne Ave. North Las Vegas, NV 89032  
Phone: (702) 515-2042 ♦ Fax: (702) 515-2043 ♦ Email: [mail@tmlv.com](mailto:mail@tmlv.com) ♦ [www.tmlv.com](http://www.tmlv.com)

# KENSINGTON HOMEOWNERS' ASSOCIATION ARCHITECTURAL REVIEW APPLICATION

## NEIGHBOR IMPACT FORM

This form is required **ONLY IF** you are proposing to alter block walls, paint the house a new color, install solar panels, wrought iron gates, security/storm doors, pool/spa, or other structure, or make any other type of improvement that will be seen above the fence line or in front of the house.

The purpose of the Neighbor Impact 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 Thoroughbred Management to comment confidentially. If the neighbor would like to be present at the meeting of the ARC at which the application is reviewed, they should indicate so on this page and provide contact info.

### FULL Description of proposed improvement:

\_\_\_\_\_

**Front Facing Neighbor:** Address: \_\_\_\_\_ Signature: \_\_\_\_\_

Comments: \_\_\_\_\_

**Front Facing Neighbor:** Address: \_\_\_\_\_ Signature: \_\_\_\_\_

Comments: \_\_\_\_\_

**Side Facing Neighbor:** Address: \_\_\_\_\_ Signature: \_\_\_\_\_

Comments: \_\_\_\_\_

**Side Facing Neighbor:** Address: \_\_\_\_\_ Signature: \_\_\_\_\_

Comments: \_\_\_\_\_

**Rear Facing Neighbor:** Address: \_\_\_\_\_ Signature: \_\_\_\_\_

Comments: \_\_\_\_\_

**Rear Facing Neighbor:** Address: \_\_\_\_\_ Signature: \_\_\_\_\_

Comments: \_\_\_\_\_

### Submit to Kensington HOA:

c/o Thoroughbred Management 2555 W. Cheyenne Ave. North Las Vegas, NV 89032  
Phone: (702) 515-2042 ♦ Fax: (702) 515-2043 ♦ Email: [mail@tmilv.com](mailto:mail@tmilv.com) ♦ [www.tmilv.com](http://www.tmilv.com)

EXHIBIT C

PROVIDENCE MASTER HOMEOWNERS ASSOCIATION
DESIGN REVIEW APPLICATION

Scan for Design Guidelines using QR code reader or click here to view online.



OWNER \_\_\_\_\_ FEE \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_ COMMUNITY \_\_\_\_\_

MAIL ADDRESS (If different) \_\_\_\_\_

DAYTIME PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

THIS APPLICATION IS FOR REVIEW AND APPROVAL OF THE FOLLOWING DESCRIBED IMPROVEMENTS. ANYTHING NOT LISTED HERE AND NOT CLEARLY SHOWN ON PLANS WILL NOT BE A PART OF THIS REVIEW. APPROVAL IS FOR ASSOCIATION PURPOSES ONLY AND DOES NOT CONSTITUTE APPROVAL AS TO COMPLIANCE WITH APPLICABLE STATE, COUNTY OR CITY LAW, BUILDING AND SAFETY REQUIREMENTS OR ZONING ORDINANCES.

NATURE OF PROJECT: (CHECK ALL THAT APPLY)

- Painting of exterior of Dwelling (trim, fencing, property walls, etc.) - not original color scheme
Landscape changes and additions
Landscape plans - New Installation
Patio cover
Wrought iron fencing and/or gates
Concrete work/paving stones (walkways, patio surface, deck etc.)
Property walls - new installation or changes to existing
Solar Panels
Pool, spa, water feature (\$)
Addition to existing Dwelling (room addition or patio enclosure) (\$)
Other \_\_\_\_\_

FOR OFFICE USE ONLY:
ACCT #: \_\_\_\_\_
TYPE: \_\_\_\_\_
NOTES: \_\_\_\_\_

A COMPLETE COPY OF FINAL PLANS MUST BE ATTACHED, SHOWING: (INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED)

- Site Plan And Floor Plan If Applicable
Exterior Elevations
Roof Design (Solar Plans)
Exterior Materials Specifications And Finishes/Colors
Landscaping & Irrigation Plan
Such Other Items Necessary To Reflect The Character And Dimensions Of The Improvements
Defined Set-Back Measurements (distance from object to perimeter walls)

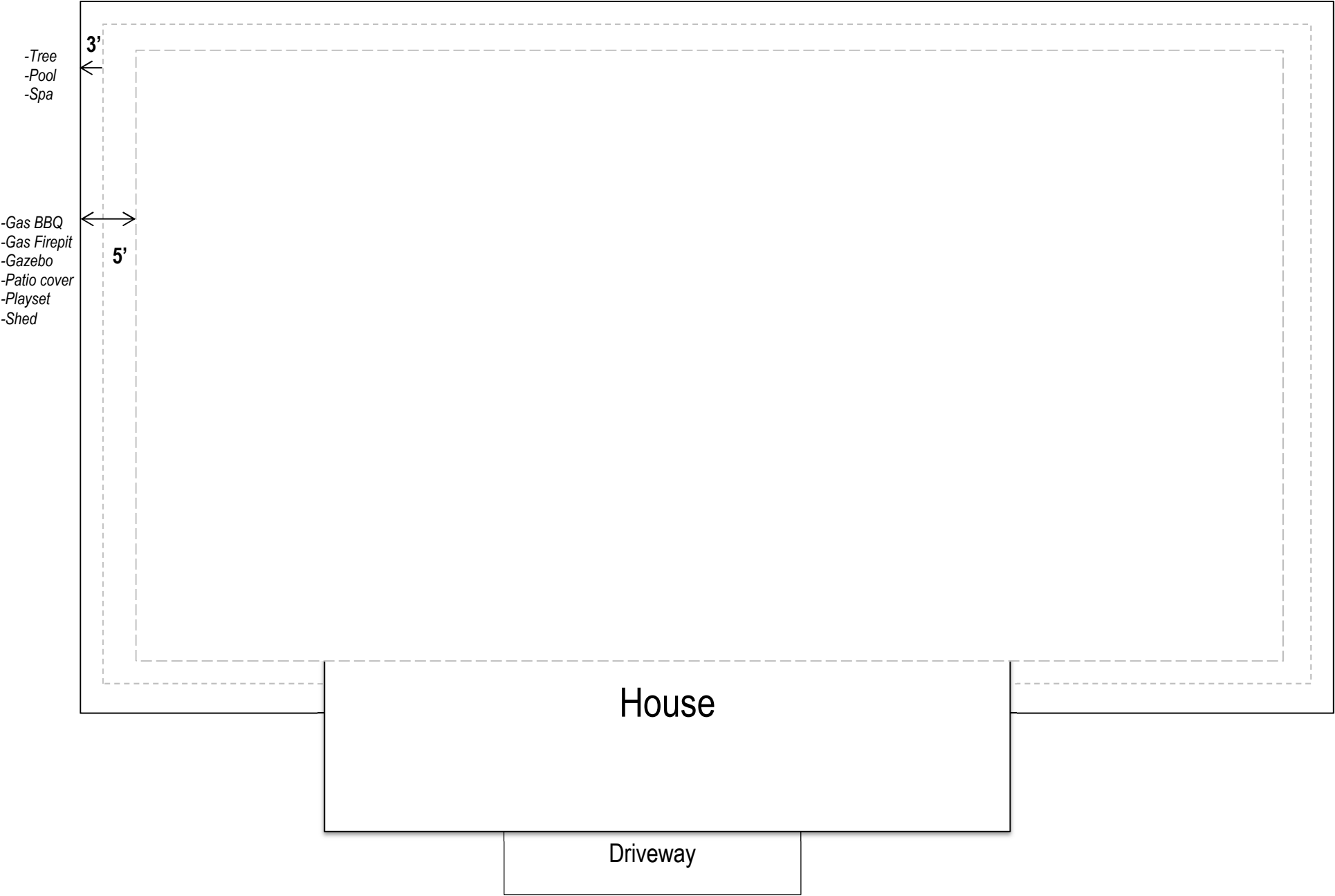
\*\*THE LEGAL OWNER MUST ADDRESS ANY QUESTIONS REGARDING THIS APPLICATION. BY ENTERING YOUR NAME, YOU ELECTRONICALLY APPROVE THIS APPLICATION; APPROVAL MUST BE RECEIVED BY THE HOMEOWNER. SIGNATURE OR ELECTRONIC ACKNOWLEDGMENT CONFIRMS THAT IF ANY WORK HAS COMMENCED PRIOR TO RECEIVING WRITTEN APPROVAL FROM THE DRC, YOU WILL BE LIABLE FOR ALL COSTS NECESSARY TO BRING THE WORK UP TO THE CURRENT STANDARDS. THE HOMEOWNER UNDERSTANDS THE DRC MAY NEED TO ENTER THE PROPERTY TO INSPECT WORK IN PROGRESS AS WELL AS COMPLETED WORK.

I have read and understand that my contractor and I must comply with the most current version of the Community Design Guidelines and must construct all improvements in accordance with those guidelines and other governing documents of the Association.

EMAIL: CHECK HERE to request ALL written communications regarding this Application to be delivered only to the email address above. (If unchecked, all written communication regarding this Application will be mailed to the mailing address on file. This email directive does not extend to other Association communications such as billings, etc.; this option applies ONLY to this DRC Application.)

Owner Acknowledgment \_\_\_\_\_ Date: \_\_\_\_\_

DRAWING OF PROPOSED IMPROVEMENTS



**EXHIBIT B**  
**PROVIDENCE MASTER HOMEOWNERS ASSOCIATION**  
**DESIGN REVIEW SUBMITTAL PROCEDURES**

**TYPE I SUBMITTALS** – These items require prior review and approval by the Design Review Committee or its representative. No fee will be charged for the review of these minor items, unless unusual circumstances require further review by a professional consultant. Please refer to the Design Guidelines for a complete list of these items.

**TYPE II SUBMITTALS** – These items include major improvements to the Dwelling or Lot and most likely require professional construction/installation and building permits from the County. Please refer to the Design Guidelines for a complete list of these items.

**SUBMITTAL FEES:**

Type I: No fee, unless further review by a consultant is required.

Type II: \$35 per submittal, payable in advance.

Professional Review: \$75 per submittal, if required – payable in advance.

**FOLLOWING ARE THE STEPS FOR COMPLETING SUBMITTALS FOR REVIEW:**

Step 1: Obtain approval from sub-association (except Easton Place). Complete a Design Review Application form (Exhibit C), including the following:

- Lot Owner's name
- Site address
- Owner's mailing address
- Daytime contact information

Step 2: Include a site plan/drawing indicating the following:

- Lot property lines
- Footprint of the Dwelling
- Location of any other structures on the Lot, including play equipment, pool or spa, fountain, patio, gazebo, etc.
- Location of the item(s) included for review on the Design Review Application
- Note distance in feet from all structures and property lines

Step 3: Describe the item(s) being submitted for review as completely as possible, including:

- Size, height and color
- Type of material(s)
- Method of installation (i.e. in-ground, on concrete or tile, etc.)
- Include any catalog sheets, spec sheets or photos that clearly show the above items
- If necessary or requested, samples are acceptable but will not be returned. If samples are submitted, they should be small enough to fit into an envelope for handling.

Step 4: Include the required fee in the form of a check or money order payable to: **Providence Master Homeowners Association.**

Step 5: Owner will be notified in writing of the review results, within twenty-five (25) to forty-five (45) days of receipt date of a complete Submittal package.

**Please contact Management at (702) 216-2020 with any questions or concerns.**