

# Cielito Lindo COMMUNITY

NEWSLETTER OF THE CIELITO LINDO DE TUBAC HOA VOLUME TWO, NO. 1 DEC 2020/JAN 2021

## LETTER FROM THE PRESIDENT

Since the Coronavirus first appeared here in March, all our lives have been altered to various extents. But now, with long-time residents returning for the winter and new owners arriving, we are happy to see our neighbors face-to-face (masked and socially distanced, of course) at the pool on Wednesdays for happy hour, walking the neighborhood with their dogs and celebrating the holidays.

### Several important announcements:

The 2020-2021 budget was approved by the board on Nov. 9 without any Cielito Lindo dues increase for this year. We did have significant tree damage during the summer storms and spent \$9,000 of reserve dollars for landscaping maintenance and repair. The board approved an addendum to our insurance policy for storm damage at \$409 annually, which we hopefully will never have to use.

There will be two open positions on the Cielito Lindo HOA board in February 2021. Cathy Marrero's (Secretary) and Hilde McNeil's (Treasurer) terms end with the annual meeting. They have both been active participants as committee members and in helping guide the board with openness and integrity. Cathy has worked diligently with the Landscape committee to keep our community looking one of the best in the Barrio, and Hilde has been producing our amazing Newsletter. Hilde has agreed to continue as the Newsletter Co-chair/editor.

We have a small community of 57 homes with full-time and part-time owners and a few rentals. Owner involvement is so important to maintain a great community living experience. We share common space, parking areas, neighboring walls, and a community pool/building. The board works together to make decisions that are in the best interest of our community. I encourage anyone who is interested in applying for a board position to self-nominate. Or, if you would like to join a committee, let one of our members know.

You will find a Special Election Section in this Newsletter with summaries of Board and Committee job descriptions. A more thorough explanation of these positions and committees will be available soon on our Cielito Lindo HOA website. The updated descriptions will be helpful with succession planning as we change board members and plan for the future. A big "thank you" to everyone who has been responsible in gathering the needed information. This includes our Association Manager, HOA Board members, Committee members, and Past presidents, especially Leo Francis and Sharon Pierce for their wordsmithing skills.

Besides our Cielito Lindo Board, the following people are currently serving on committees:

**Design Review Committee:** Kevin Baker (Chair); Dale Baker, Jerry Barden, Jane Horn, Rod Rich, Robert Moore, Mike Fay.

**Landscape Committee:** Leo Francis (Chair), Cathy Marrero, Robert Moore.

**Pool Committee:** Maggie Steffen & Lynn Baker (Co-Chairs), Buz Wortham, Jane Barden, Skip Hovind. Pool Assistants: Gail Rich, David Dunham, & Veronica Kraushaar.

**Painting Committee:** Robert Moore  
**Newsletter Committee:** Hilde McNeil & Sharon Pierce (Co-Chairs)

**Webmaster:** Mike Dunn

**Road Maintenance for 2021:** Bob Roberts and Colin Steffen

Please thank these friends and neighbors as you see them going about their daily tasks. They have all been instrumental in providing us with their time and attention to make our neighborhood one of the best in the Barrio!

Respectfully,

Lois Zettlemoyer  
Cielito Lindo HOA President

## Board & Committee Contacts:

### President:

*Lois Zettlemoyer*  
lzettle1972@hotmail.com

### Vice President and Nominating Chair:

*Jim Horn*  
jmhorn64@yahoo.com

### Secretary and Landscape Chair:

*Cathy Marrero*  
cmarrero1@mac.com

### Treasurer and Newsletter co-Chair:

*Hilde McNeil*  
mcneilgroupaz@gmail.com

### Member at Large and Design Review Committee Chair:

*Kevin Baker*  
tubacaz@hotmail.com

### Pool Committee Co-Chairs:

*Maggie Steffen*  
cjsteffen@aol.com

*Lynn Baker*  
lynnedale.co@gmail.com

### Painting Chair:

*Robert Moore*  
serranomoore@msn.com

### Nominating Chair:

*Jim Horn*  
jmhorn64@yahoo.com

### Newsletter co-Chair and Work Session Recorder:

*Sharon Pierce*  
spierceassoc@yahoo.com

# *A salute to our neighbor* **PEG O' OUR HEARTS**



Text by Sharon Pierce  
Photos courtesy of  
Nancy Bennett  
and Jane & Jerry  
Barden



To anyone who knows Cielito Lindo's own Peg Bowden, it was not surprising, on a beautiful bright sunny morning in November, to see the acclaimed Green Valley Concert Band gathering in the gazebo at our lovely little Anza Park. Suddenly cars were parking on both sides of the adjacent street, spilling out men and women sporting handsome full dress band uniforms, carrying instruments of all sizes and shapes.

The Green Valley Concert Band was about to salute one of their own, Peg Bowden, their enthusiastic tympanist and friend and colleague of many years. As they gathered in the gazebo, scores of people came flooding into the park, toting their own chairs, quickly forming an audience around the bandstand—friends from Tucson, Green Valley, Tubac, and the surrounding area. Front and center sat the guest of



honor, our neighbor and Woman for All Seasons, Peg Bowden, sporting a dashing black fedora and flashing her signature "V for Victory and Peace" sign.

The group was treated to musical selections ranging from rousing John Phillip Sousa marches to the American Songbook and everything in between. Toe tapping, clapping, singing, and some good old rock 'n' roll footwork broke out throughout the enthusiastic audience. Peg herself took to the floor to remind everyone she hadn't lost her dance floor moves. The concert was just one more way to salute a woman of multiple accomplishments and contributions to her beloved southern





Arizona. As the Band Director said when introducing the nostalgic favorite of the 1940's, *Peg O' My Heart*, "This one's from us to you, Peg!"

Growing up in Tucson, Peg began her career as an RN, teaching in Oregon and practicing as a public health nurse for thirty years. She ended that phase of her career living on a ranch with her husband, Lester Weil, not far from the Mexico border. She spent her days painting, hiking, practicing the piano, and playing an enthusiastic aforementioned timpani in the Green Valley Concert Band.

However, everything changed on January 8, 2011, with the Tucson Massacre, when a gunman opened fire outside a Tucson supermarket where Congresswoman Gabby Gifford was shot while greeting constituents. Seventeen others were wounded with six ultimately dying. It was a day southern Arizona residents will never forget. Peg says she was jolted out of retirement mode and motivated to become involved in a small immigrant aid station and soup kitchen across the border in Nogales, Mexico. She says she joined the Green Valley Samaritans and never looked back. She had found her passion! She immersed herself in the compassionate efforts of the Samaritans, and found herself documenting the everyday lives of the extraordinary volunteers and resilient immigrants who crossed her path everyday.

Soon she was compiling her experiences into books filled with the courage, compassion, and complicated lives of everyone affected by the

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conflicts of the Arizona border lands. Ultimately she had two acclaimed books published, "A Land of Hard Edges" and "A Stranger at My Door." As a result, she became a sought after speaker, traveling far and wide to discuss the human side of the immigration equation. Peg had become a celebrity.

So we are happy to take this opportunity to raise a glass of mescal to Peg Bowden—nurse, painter, musician, activist, lecturer, humanitarian, and our neighbor. What a woman!

## Welcome to our **NEIGHBOURS**

### NEW OWNERS:

Sue & Barry Chiverton,  
10 Calle Dorado

Scott & Mary Saylor,  
36 Circulo Diego Rivera

Rodney Rose & Jeff Horrell,  
11 Circulo Diego Rivera

### RETURNING OWNERS:

Mike & Mary Fay, 134  
Barrio Calle de Tubac

Chris & Diane Miller,  
6 Calle Dorado (now full time)

Rod & Gail Rich,  
13 Calle Dorado

Lisa Patton & Silas Towler,  
126 Calle Barrio de Tubac

### NEW LONG-TERM TENANTS:

Joel White & Rochelle Hunter-White,  
2 Calle Dorado



# Board & Committee UPDATES

## POOL COMMITTEE

We have a great team taking care of the pool, which is now open with COVID protocols.

Maggie Steffen and Lynn Baker are the co-chairs of the pool committee. They have a host of helpers: Jane Barden, David Dunham, Gail Rich, Skip Hovind and Buz Wortham. Dean and Lalo from Dean's Affordable Pool Service have been keeping our pool clean and the equipment in good shape.

We are happy to be getting back to our Wednesday Happy Hour (with social distancing, of course).

## NEWSLETTER COMMITTEE

The deadline for the February/March newsletter is January 15. Please contact Sharon Pierce or Hilde McNeil with any ideas for future issues — or to volunteer.

## PAINT COMMITTEE

Robert Moore, our committee chair, has done an amazing job over the years of organizing the painting schedule of the Cielito Lindo community. He coordinates with the painting contractor, reviews which homes need attention, contacts the homeowners in advance of painting to discuss repairs, preparations, and to arrange scheduling.

While a home is being painted, the homeowner has the opportunity to have the painting contractor do additional work at the owner's expense. Example: Paint the interior of the privacy walls.

Per Robert, most of the homes in our community are in generally good condition, but they all require continued maintenance to keep them in tip top shape.

- Homeowners should at a minimum caulk window frames every year or every other year with a clear **paintable** caulk.
- Secondly parapets should be coated at least every two years. If the material designed for the application is not to be applied, just roll two coats of paint the color of the parapets.
- Doing these two things will go a long way to saving the homeowner money as well as the community.

## Schedule of homes to be painted in 2021 after the Painting Committee Review:

### 2021 — 6 homes scheduled:

- Lot 18 (124 Calle Barrio de Tubac 2 story)
- Lot 29 (40 Circulo Diego Rivera)
- Lot 30 (38 Circulo Diego Rivera)
- Lot 37 (24 Circulo Diego Rivera)
- Lot 56 (27 Circulo Diego Rivera)
- Lot 4 (8 Calle Dorado 2 story)

1 Circulo Diego Rivera: Patio wood will be stained in 2021; home is scheduled for painting in 2022.

13 Calle Dorado: Wood over garage doors will be painted in 2021; home is scheduled for painting in 2022.

The Pool House: Clear caulking will be applied to window frames in 2021; paint is still in good condition.

## Cielito Lindo Pool and Community Building Protocols

1. Only residents, family members of residents, and tenants are allowed to use pool/community area.
2. Cielito Pool protocols posted at the pool.
3. Use East gate for entry and exit.
4. Sign-in sheet located on the table for pool/community bldg. usage.  
**To include:** Date / Name / Phone number.
5. For pool/spa usage, maximum of 2 unrelated people in water at a time.
6. Individuals encouraged to spray disinfectant on hard surfaces before and after usage. Disinfectant spray available at pool.
7. Wall-mounted hand sanitizer (3) available for cleaning of hands.
8. Separation of chairs for social distancing.
9. Bathrooms will remain open with disinfectant spray available along with soap for hand washing.
10. Any person using the pool will wrap "Hazel", the pool cleaner, around the handrail to keep from getting caught in the hose while in the pool. When getting out of the pool release "Hazel". Hazel is considered a drowning hazard and we want to keep everyone safe.
11. The cover can be placed on the spa to retain heat for the winter.



## DESIGN REVIEW COMMITTEE

The Design Review process seems to be working well. Some homeowners have inquired in advance of a formal request and I believe that has been helpful.

### TIPS FOR SUBMITTING YOUR DESIGN MODIFICATION REQUEST (DMR)

Before submitting a formal DMR (Design Modification Request) to HOA Manager Tammy Censky, don't hesitate to send an outline or description of your idea so that the general concept can be reviewed as needed, and help you reach a successful result.

Remember that any inquiry or formal request (DMR) must go through Tammy first so please plan ahead! Allow about 30 days from submission for the DRC to study your request, and respond to you with the most useful information possible to get off on the right foot. Please use the fillable PDF form that is on our website or attached to this newsletter.

### PARKING VARIANCES

All past parking variances expired on October 15, 2020. New variance requests must be submitted to Tammy and will be reviewed on a case by case basis guided by our CC&R'S. Typically, these requests are straightforward and can be turned around within just a few days. Moving in or having work done (remodeling) are just a couple of reasons for a variance.

A timeframe is needed (start and end date), description of your vehicle and license plate number.

A variance is not needed for packing and un-packing for a trip. Your vehicle may occasionally

be in your driveway (or neighbor's with permission) for a reasonably short time (not to exceed eight (8) hours) for loading and unloading. See Cielito Community Parking Rules and Regulations for more information.

Our common area parking is meant to be for guests and those occasional temporary exceptions. There are no changes in our guest parking policy.

### ART OR OTHER ITEMS PLACED OUTSIDE YOUR PROPERTY

Many of us have art outside our wall, our front courtyard, or back patio. Some of it is new and some of it has been around for many years and is perhaps meaningful. We need information from you to help understand this history.

Remember a DMR must be submitted to Tammy Censky and approved by the DRC before you put any art, including pots, outside the above areas. If the art has been on display without a submitted and approved DMR, please submit one so you are on record. You may even decide it is time to "retire" some of the long-standing pieces. Sometimes less is more!

Happy Holidays and stay safe!

— Kevin Baker, Chair  
Design Review Committee

**You can read the full DRC Guidelines on the Cielito Lindo HOA site at:**  
[www.cielitolindohoa.com/Design\\_Guidelines\\_Revised\\_03222020.pdf](http://www.cielitolindohoa.com/Design_Guidelines_Revised_03222020.pdf)

**A fillable pdf is included at the end of this newsletter** for those who wish to apply for a design modification. This form can be filled online and emailed to Tammy at: [tammy@stellarpmlc.com](mailto:tammy@stellarpmlc.com)

## RENTALS:

*Please review the following rules, outlined below in our CC&R's, if you are currently renting or considering renting your home.*

**Section 10.22 Renting:** Each Owner shall have the right to lease or rent his Dwelling Unit; provided, however, that any lease agreement, including any agreement to lease the Dwelling Unit on a month to month basis, must be in writing and must provide that the failure of any lessee or tenant to comply with the Rules, Bylaws, Articles and provisions of this Declaration shall be a default under the lease. Any lease agreement shall be for a period of not less than thirty (30) days, and a copy thereof shall be delivered to the Association.

Provide the following to Tammy Censky, Stellar Property Management (520-561-8497, [tammy@stellarpmlc.com](mailto:tammy@stellarpmlc.com)) according to Title 33, Chapter 16 of the Arizona Planned Communities Statute 33-1806.01.

- A copy of the lease agreement.
- The renters' names and contact information for any adults occupying the property.
- The period of the lease, including the beginning and ending dates of the tenancy.
- A description of the vehicles and the license plate numbers of the tenants' vehicles.

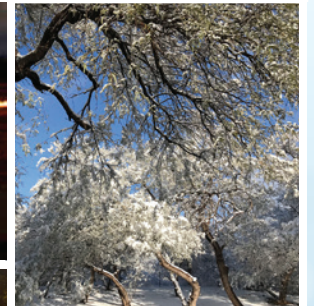
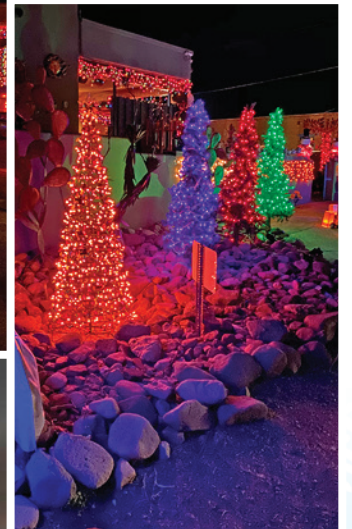
Please provide your tenant with a copy of the Welcome Package and the latest copy of the Newsletter. Both can be found on the Cielito Lindo website:

[www.cielitolindohoa.com/Whole\\_Welcome\\_Packet\\_02222020.pdf](http://www.cielitolindohoa.com/Whole_Welcome_Packet_02222020.pdf)

[www.cielitolindohoa.com/Minutes-Newsletters.html](http://www.cielitolindohoa.com/Minutes-Newsletters.html)

# CHRISTMAS PAST & PRESENT

*in the Village and at the Tumacácori Mission*



*Photos by  
Kevin Baker &  
Hilde McNeil*

# Coronavirus UPDATE

As of December 4, Santa Cruz County has reported 4,255 confirmed cases of COVID -19, 279 hospitalizations and 75 deaths. Percent of residents infected = 8.97%.

According to Santa Cruz County, community transmission is still widespread. It is recommended you take adequate precautions if you leave your home and adhere to social distancing guidelines.

Face coverings are currently required in Santa Cruz and Pima Counties in public places whenever you are unable to maintain a continuous distance of at least six feet from other persons.

Exceptions include children under the age of two (age five in Pima County) and those engaged in recreational activities including swimming, where they can maintain social distancing. People dining in a restaurant are allowed to remove their masks temporarily.

A COVID-19 hotline has been set up to answer any questions from the public and healthcare providers about testing, symptoms, and any other questions you have about the virus. Call 1-844-542-8201 to reach a health care professional.

Testing is available in Rio Rico by appointment only. Location: 275 Rio Rico Dr., Rio Rico, AZ. Times: Monday - Friday: 3:30pm to 5:30pm. For appointments call: 520-604-9321.

More information:  
<https://www.santacruzcountyaz.gov/732/COVID-19-Novel-Coronavirus>

**Cielito Lindo  
HOA Website:**  
cielitolindohoa.com

**Cielito Lindo HOA  
Property Management:**

*Tammy Censky*  
Stellar Property Management, LLC  
tammy@stellarpmlc.com

P.O. Box 18108,  
Tucson, AZ 85731|  
Office: 520.561.8497

### Services:

**Electric and Gas** Unisource Energy  
877-837-4968  
uesaz.com

**Trash Service:**  
Canyon Disposal  
520-287-2511

### Internet/Phone

Century Link  
855-807-3452  
centurylink.com

Rio Rico Sanitation  
520-761-1604

Sprocket  
Communications  
520.740.9700  
getsprocket.com

### Landfill and Recycling:

Santa Cruz Landfill  
520-761-7892  
M-F: 8am-4pm  
Sat: 8am-2pm

Simply Bits  
520-545-0400  
simplybits.com

### Water:

Southwestern  
Utility Mgmt Inc.  
(formerly Baca Float)  
southwesternutility.com  
520-398-3177

**Satellite TV:**  
Dish Network  
800-333-3474  
my.dish.com

Direct TV  
877-768-7754  
directtvdeals.com

## Save the DATE!

*Cielito Lindo  
Upcoming Board  
Meetings & Work Sessions*

**DECEMBER 14:**  
*Board of Directors meeting*

**JANUARY 18:**  
*Board & Committe Work Session*

**FEBRUARY 3:**  
*Annual meeting*

**MARCH 29:**  
*Board & Committe Work Session*

**APRIL 12:**  
*Board of Directors meeting*

**JUNE 7:**  
*Board & Committe Work Session*

**JUNE 14:**  
*Board of Directors meeting*

*Meetings are held via Zoom  
during the pandemic until  
further notice.*

# Cielito Lindo Board and Committee

# JOB DESCRIPTIONS

## THE BOARD

**All Board Members:** serve three-year terms, staggered, so we never have a complete turnover. They are expected to:

- Know the By-Laws, CCRS and Design Guidelines
- Know Robert's Rules of Order
- Take turns attending Master HOA meetings
- Attend and participate in all board meetings
- Serve on one or more standing committees (DRC, newsletter, pool, landscape)

**Board Officers:** These are determined annually, immediately following the Annual Meeting in March.

**President:** shall be the chief executive officer of the Association and shall preside at all meetings of the Members and the Board of Directors. He/she shall have all of the general powers and duties which are normally vested in the office of the President of a corporation, including:

- Schedule board meetings and prepare agendas. Follow up on, and oversee all action items. This may be delegated to the HOA Manager and others.
- Prepare annual meeting agenda, call for nominees, appoint nomination committee.
- Oversee and approve CC&R noncompliance matters and communications, fines, and follow-up with the Management company. Receive email monthly compliance reports from Management company.
- Oversee and monitor annual calendar board activities and responsibilities.
- Appoint committees from among the Members from time to time as needed to assist in the conduct of the affairs of the Association.
- Oversee all standing committees (DRC, pool, landscape).

**Vice President:** shall take the place of the President and perform his/her duties whenever the President shall be absent, unable to act or refuses to act. If neither the President nor a Vice President is able to act, the Board of Directors shall appoint a member of the Board to do so on an interim basis. A VP shall also perform such other duties as shall from time to time be imposed upon him by the Board of Directors.

- Assume shared responsibilities with the President.

**Secretary:** The Association's Manager performs most of the functions listed in Cielito Lindo de Tubac's By-Laws for the Secretary position. The HOA Secretary serves on the board, provides insight and assistance in leading a committee, and has the responsibility for updating member contact information and ensuring that the webmaster has up to date documentation and information for website. He/she may choose to delegate some of these duties.

If there were no management company, the secretary would normally keep the minutes of the meetings of the Board of Directors and the minutes of all meetings of the Members; he/she shall take charge of the membership books and such other books and papers as the Board of Directors may direct; and he shall, in general, perform all the duties pertaining to the office of the Secretary.

- Announce board meetings and agenda to owners (on community board and/or by email).
- Take and prepare minutes for board meetings and annual membership meeting. (This may be delegated.)
- Post minutes and any other relevant community news on the community board and/or by Email
- Assist Webmaster in maintaining owner database/ directory with updated contact information to include: phone numbers, mailing addresses, and email addresses.

**Treasurer:** The Association's Manager, under the direction and supervision of the Treasurer, performs most of the functions listed in Cielito Lindo de Tubac's By-Laws for the Treasurer position. The HOA Treasurer serves on the board, provides insight and assistance in leading a committee, and has the responsibility for reviewing and overseeing the budget.

If there were no management company, the Treasurer would normally review the Association's funds and investments and be responsible for keeping full and accurate accounts of all receipts and disbursements in books belonging to the Association. He/she would be responsible for the deposit of all monies and other valuable effects in the name, and to the credit, of the Association in such depositories as may from time to time be designated by the Board of Directors.

- Develop annual budget and oversee expenditures with the Management company.
- Arrange for audit every two years (?) of the Associations finances, including the Management Company's financial responsibilities..

## COMMITTEES

**DRC Committee:** (By-laws require that this committee is chaired by a board member; other members are at large owners and/or other board members). The Chair will schedule and lead meetings, and provide meeting minutes to the HOA board. The minutes will then be submitted to the HOA website for future reference.

- Communicate with homeowners and guide them on home improvement plans.
- Assist in planning and enforcing Design Review Guidelines and CC&R Articles.
- Keep the Board of Directors informed on a monthly basis of all of its current activities: meeting minutes, violation concerns, Design Modification Requests under consideration.

**Landscape Committee:** (At least one board member will serve on the committee; other members are at large owners and/or other board members).

- Work in Partnership with a Landscaping company to monitor weeding, tree trimming, debris removal, irrigation, shrub & small tree pruning, and pre-emergence spraying. (See Contract)
- Collaborate with the Manager and the DRC Chair, to help monitor compliance of all members regarding the Association's governing documents dealing with landscaping:
- Collaborate with the Manager and the DRC in evaluating DMR's regarding landscaping modifications and make recommendations to the DRC regarding approval.



- Hire incidental work to be done as needed. (Ex: Tree Storm damage)
- Prepare a report for each Board Meeting and a monthly report to the board.
- Submit an annual budget for the following year during the Board's budget meetings
- Appoint a Chairperson who will schedule and lead meetings, provide meeting minutes to the HOA board. The minutes will then be submitted to the HOA website for future reference.

**Pool Committee:**

- Oversee pool maintenance provider and contract services. Call for services when required.
- Oversee the pool budget (with the HOA Management Company).
- Prepare a report for each Board Meeting and a monthly report to the board.
- Appoint a Chairperson/Co-chair who will schedule and lead meetings and provide meeting minutes to the HOA board. The minutes will then be submitted to the HOA website for future reference.

**Newsletter Committee:**

- Organize, edit at his/her discretion and e-distribute a newsletter (4 times a year)
- Request informational reports from the committees for the newsletter
- Provide a verbal review at each Board Meeting of submittal deadlines, needs and requests.
- Solicit contributors with writing, proofreading and editing experience.

**Paint Committee:** The Painting chairperson and the Manager:

- Identify homes to be painted each year using the Cielito Lindo Painting Chart and needs assessment.
- Submit bids through the Management company.
- Select, with HOA Board approval, the contractor and accept the bid.
- Schedule the painting, advise homeowners of repairs needed prior to painting, and monitor the performance of the painting contractor.
- Follow up at completion of painting for evaluation of completed work.
- Monitor Cielito Lindo homes and community building throughout the year for repairs needed for the following year.

**If you are interested in serving on the Board of Directors, a self-nomination form is included in this newsletter. All forms must be returned to Tammy Censky at Stellar Property Management by January 1, 2021.**



**COMMUNITY GARAGE SALE**

Jo Lyn Baker has volunteered to coordinate the Garage Sale again in 2021. This will be on a Saturday in February, the date dependent on how many neighbors want to participate. Last year, we had a rainy day so we held the sales over 2 Saturdays.

Jo Lyn needs some feedback by end of December from the neighborhood including a tentative count of who would like to join in the garage sale. Send her an email at [sunbug78@hotmail.com](mailto:sunbug78@hotmail.com) or call her at 206-714-1314 with the following information and/or input:

1. Who will be participating in the sale this year and what is your lot number?
2. What you are planning on selling? (furniture, household items, art, etc)
3. Can you volunteer to work during the sale?
  - Directing traffic at both entrances for parking and handing out maps
  - Assisting in loading any potential heavy objects for buyers
  - Advertising (will depend on how many houses are participating and will impact where we advertise)
4. Do we want to donate a percentage of proceeds to a local food bank or some other organization?



# *Cielito Lindo de Tubac CC&Rs* **SUMMARY**

Whether you are a full time or part time resident, renter or visitor, welcome to our community. In order to make your time here as enjoyable as possible, it is crucial we all adhere to the following Rules and Regulations that govern our HOA. The following are some of the most pertinent rules that apply to us all. If you need to consult the full CC&R's, you can always find a copy posted on our website at [cielitolindohoa.com](http://cielitolindohoa.com).

## **1. PARKING**

Please be aware of our parking regulations. They are strictly enforced. Vehicles must be stored in your garage with the doors closed, not in the driveway, on the street, common area, guest parking, or easements. RV's cannot be parked on any public street except for temporary loading/unloading. A limited number of visitor parking spaces are provided in designated areas for temporary parking (up to two weeks) for short term visitors only. Please make sure your visitors place a guest parking permit in their vehicles on the dashboard when parked in guest parking. Visitors are also allowed to park in your driveway for 48 hours as long as no part of the street is blocked. If your guest(s) are staying for more than two weeks, an extended permit must be obtained from the Design Review Committee (DRC). Likewise, if you require a temporary parking variance because your garage is unavailable due to construction or other reason, please apply with the DRC. Full regulations are posted on our website.

## **2. NOISE & LIGHTING**

No loud or offensive noise is allowed at any time. Cielito Lindo is part of the "dark skies" initiative and outdoor glaring lights are not permitted.

## **3. DESIGN GUIDELINES**

To preserve property values as well as overall beauty in a planned community like ours, it is essential that common design guidelines be followed by everyone. Please consult the HOA CC&R's and make no alterations to the outside of your property (including landscaping) without first applying for a permit from the Design Review Committee. Permit applications are available at [cielitolindohoa.com](http://cielitolindohoa.com).

## **4. PETS**

House pets are welcome at Cielito Lindo; the general rule is two pets per household. No pets may be confined unattended in the garden/patio for an unreasonable amount of time. All pets taken outside garden/patio walls must be kept on leashes at all times (Santa Cruz County Leash Law) and owners must pick up after their pets.

## **5. ANZA PARK**

Owned and managed by our Master Association, Barrio de Tubac, this park is for the enjoyment of homeowners in all the associations. Please help keep the park clean. Doggie bags are available on both the east and west sides of the park. Do not deposit personal trash in the park trash containers.

## **6. COMMON AREAS**

Any land outside your home and walls is considered a common area. No outdoor decor of any kind — including statues, bird feeders, or ornamental art — can be placed in the common area without permission from the Design Review Committee.

## **7. POOL**

Pool use is limited to Cielito Lindo HOA members and their guests. Keys are to be carried at all times when using the pool area. Gates are to be closed and locked at all times; they should never be propped open. Absolutely no noise is permitted between 9pm and 9am. No pets are allowed in the pool area. Smoking and glass containers are prohibited. Children 17 and under must be accompanied by an adult and children under 12 are not permitted in the spa. Please remove your trash as you leave as there is no pickup.

## **8. TRASH**

Cielito Lindo has no trash pickup. You must arrange with a service (Canyon Disposal or Rio Rico Sanitation) or take your trash to the local landfill. Covered containers for trash should always be hidden from view, except trash pickup day. No trash of any kind should accumulate on any lot including patios or porches.

**Cielito Lindo de Tubac Homeowners Association**

c/o Stellar Property Management, LLC, P.O. Box 18108, Tucson, AZ 85731

**DESIGN MODIFICATION REQUEST**

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

Owner:	Home phone:	Other phone:
Address:		Lot #:

Description of modification: (Attach additional sheets as needed for blueprints, sketches, specifications, illustrations, colors and type of material.)

Contractor's name, address and phone number:

Materials:

Colors (samples required): \_\_\_\_\_

Dimensions of structure (width, height, length, etc):

Estimated completion date:

**Association Use Only:**

<b>Date:</b>	<b>Approved:</b> <input type="checkbox"/>	<b>By Cielito Lindo Design Review Committee:</b>
	<b>Denied:</b> <input type="checkbox"/>	
<b>Date:</b>	<b>Approved:</b> <input type="checkbox"/>	<b>By Barrio Master Association:</b>
	<b>Denied:</b> <input type="checkbox"/>	
<b>Date:</b>	<b>Approved:</b> <input type="checkbox"/>	<b>Sign Off After Inspections During Construction and @ Completion - By Cielito Lindo DRC:</b>
	<b>Denied:</b> <input type="checkbox"/>	

Contingencies that apply for approval:

Reason for Denial:

**Cielito Lindo de Tubac Homeowners Association  
DESIGN MODIFICATION REQUEST**

Page Two

Please provide complete details of the intended modification and any other information requested. An accurate drawing of the intended modification, depicting both the modification itself and its location on the lot, must be attached and submitted as part of your request.

Prior to review by the Design Review Committee, please sign below to verify the following:

1. The homeowner dues for this lot are current.
2. The owner of this lot owes no liens, fees, or fines to the association.
3. It is understood and agreed:
  - a. The original application and attachments shall be retained by the association.
  - b. The Design Review Committee has 30 days in which to respond to this request.
  - c. **No work on this request shall commence until the owner has received written approval by the committee AND from the Master Association.**
  - d. The owner is to comply with all applicable county and state codes and to obtain all necessary permits.
  - e. Homeowner is responsible for correcting any damage caused to common areas, street or sidewalks. Material must be stored on homeowner's property, and access over common areas is not permitted.
  - f. It is highly recommended that the homeowner obtain written approval of neighbors if the improvement will visually impact the neighbors (i.e., patio walls, additions, patio enclosures, structures extending above patio walls). However, the neighbors' approval or disapproval need not be considered by the committee.
  - g. **Alterations or modifications of any existing party wall require prior written consent of adjacent lot owner (s).**
  - h. **The Design Review Committee must inspect the work during construction and at completion, then sign off on the project.** You have 120 days from the date of this approval to complete your modification. In the event work cannot be completed within this time frame, please submit a written request for an extension.
4. Additional requirements: All trees must be properly trimmed and maintained; all plants must be on the Cielito Lindo de Tubac (CLHOA) approved plant lists (Oleanders and palm trees are not permitted in CLHOA); all wood must be termite treated; all window film must be non-reflective; all structural changes require "as-built" plans upon completion of project and; all material must match existing material in color, style and architecture.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Adjacent Lot Owner(s) - **if applicable**

\_\_\_\_\_  
Date

Mail, email or fax to: **Cielito Lindo de Tubac HOA**  
**c/o Stellar Property Mgmt, LLC**  
**P.O. Box 18108**  
**Tucson, AZ 85731**

(520) 561-8497 •Email: tammy@stellarpmlc.com

# Cielito Lindo de Tubac

## Board of Directors Self-Nomination Form

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

Lot # \_\_\_\_\_

Name: \_\_\_\_\_

Phone# \_\_\_\_\_

Property Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

**My reasons for serving on the Board are:**

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**Experience you have that will contribute to the success of your community:**

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Return to Tammy Censky, Stellar Property Management, LLC, P.O. Box 18108, Tucson, AZ 85731 (email: [tammy@stellarpmlc.com](mailto:tammy@stellarpmlc.com) or fax: (520) 647-2360). This form will be used to create a bio for the annual meeting ballot.