PRESCOTT COUNTRY CLUB
PROPERTY OWNERS ASSOCIATION

ARCHITECTURAL CONTROL COMMITTEE

Guidelines For Business & Commercial Buildings, Houses, Garages, Patios, Decks, Storage Sheds, Fences and Any Other Structures

2026

A. GENERAL

All construction must be approved by the Architectural Control Committee (ACC). No structure or dwelling of any kind shall be commenced, erected or placed on any lot until the design, location of the structure and the kind of materials to be used have been approved in writing by the Architectural Control Committee. The Committee's decision to allow or deny the construction or replacement of any building, wall, fence, patio, deck, garage, shed or any other structure shall be final. All structures shall meet or exceed the requirements of the Yavapai County Building Code or Town of Prescott Valley Code and Ordinances where applicable. These guidelines are to be used in conjunction with the Prescott Country Club CC&R's.

B. PERMIT APPLICATION PROCEDURE

Requests for the Architectural Control Committee's approval of the design, location and construction of any building or structure shall be submitted in writing, together with the plans or other information the Committee may request, at least thirty days prior to construction. The Committee shall approve, reject or request additional information within thirty days.

1. Submit an Architectural Control Committee Application for Permit.
2. Submit complete plans with site for proposed project and permit fees.
3. Architectural Control Committee will review and notify owner if approved or rejected within 30 days.
4. Submit your Yavapai County or Town of Prescott Valley permits once obtained.

To ensure your project is in compliance with these requirements, we advise you to contact the POA office and consult with the ACC Committee prior to obtaining local government permits or signing contracts for materials or work to be performed.

Applicants must contact the Prescott Country Club - Property Owners Association Office to obtain an application for a permit. Applicant must submit the Yavapai County or Town of Prescott Valley permits, if required, to the POA Office once they are obtained by the owner. (See also: Fines)
NOTE: *When a permit is issued, it must be posted visibly on the site at all times.*

C. ARCHITECTURAL CONTROL COMMITTEE PERMIT REQUIRED

Architectural Control Committee permits are required for all business or commercial construction, dwellings, garages, room additions, carports, patios, porches, decks, storage sheds, walls, fences, antennas (except small satellite dishes) and other structures not in the original permit for the dwelling. The same permit can cover multiple items. (See Also: Fee Schedule)

ACC permits are not required for repairs, replacing roofs, painting, solar panels, landscaping or internal changes to a dwelling or business. However, exterior modifications or additions to any structure or building do require an ACC Permit and some of these items may require a Yavapai County Development Services or Town of Prescott Valley permit. Yavapai County permits are required for changes to driveways, culverts or drainage ditches. Yavapai County Development Services is located at 1120 Commerce Dr, Prescott, AZ (928) 771-3214.

D. BUSINESS OR COMMERCIAL BUILDINGS

All commercial planning and building must obtain approval of the Architectural Committee including the type of commercial enterprise which may be carried on within the properties. No Structure shall exceed two stories in height. All construction shall comply with applicable Yavapai County or Town of Prescott Valley codes and ordinances. (See also: Walls & Fences)

Commercial development requires a construction deposit of $10,000 prior to the start of any work. The deposit is refundable at project completion if all requirements and corrective action items identified by the ACC Committee are complied with, within 30 days. (See also: Fee Schedule)

E. SINGLE FAMILY HOMES - MULTI FAMILY

On lots specified/zoned as Single Family Residential, only single story, two story or split level level type residential homes with a garage are acceptable. Accessory Dwelling Units (ADU) are prohibited on single family home lots. Single story homes must have a ground floor area of at least 1,400 square feet and two story aggregate floor area of 1,800 square feet. Multi Family homes require a minimum of 700 square feet per unit. All Homes must be Site Built of masonry or frame construction. Manufactured, Pre-Fab, Modular, “A” Frame or log cabin structures are prohibited. All construction must comply with Yavapai County Building Codes. (See Also - Setbacks, K-1)

Complete plans shall be submitted for approval to the Prescott Country Club - Architectural Control Committee prior to the start of any construction. Plans must include site plans, property lines, elevations, type of materials and finish colors. Earth Tones are recommended.

All utilities including electric, telephone, water and gas lines, etc. shall be placed underground. No structure of any kind shall be erected, permitted or maintained on, over or across easement for utilities as shown on the recorded plat.

It is the responsibility of the owner and the contractor to provide plans assuring that drainage will not cause problems with adjacent properties. A Yavapai County permit is required prior to installing a culvert, driveway or landscaping in the County Right of Way.

Contractors must provide portable toilets on the job site and control all debris and rubbish with suitable trash containers. No construction shall be allowed to impact adjacent properties or the County Right of Way. Construction must be completed within nine (9) months or an additional permit extension fee will be applied.
(See Also: Fee Schedule)

F. MOBILE HOMES/MANUFACTURED HOMES - (MOBILE VILLAS I & II)

No mobile or manufactured home may be placed on any vacant lot or replacing an existing mobile home until approved by the Architectural Control Committee. Units must be new, purchased from a dealer, not having been previously occupied and have a minimum floor area of 1,000 square feet.

No other structure shall be erected, placed or permitted on the lot other than the home, porch, storage room and carport or garage, all of which must be attached to the home directly or by a breezeway. A storage room and carport or garage for not more than two cars are mandatory for each home. Any attached structures shall blend with the colors and same type of material of the home and not exceed one story in height. (See Also - Setbacks)

G. STORAGE SHEDS, PERGOLAS, GREENHOUSES AND OTHER STRUCTURES

Storage sheds Pergolas, Greenhouses and other structures less than 200 sq. ft. do not require a permit from Yavapai County unless they have electricity or plumbing. Buildings greater than 200 sq. ft. to 399.9 sq. ft. do require a County permit. Buildings 400 sq. ft. and larger also require an engineering structural plan. These detached elements may be approved for the back yard of a property and are not permitted in front of a residence. The Architectural Control Committee permit application requires a site plan showing that the placement of the structure meets all setbacks from property lines, house, septic systems, gas and electric lines. The site plan shall indicate property lines and the street. Construction, materials and colors shall be compatible and blend with the residence. (See Also - Setbacks, K-2)

H. WALLS & FENCES

All walls or fences shall conform to Yavapai County or Town of Prescott Valley standards and in addition, requires the approval and a permit from the Architectural Control Committee regarding materials, compatibility with the structure's design and any adjacent structures or residences. No fence adjoining the Golf Course or within 15 feet thereof, shall exceed 3 feet in height except that the Committee may approve plans providing for wrought iron to a height of six feet. Fences must be maintained in accordance with the Prescott Country Club CC & R's.

Fences in front of the dwelling cannot exceed four (4) feet in height. Fences behind the dwelling cannot exceed six (6) feet in height. Fences over 50 lineal feet, and any block, masonry, stone or concrete wall over four (4) feet in height above grade require a Yavapai County or Town of Prescott Valley permit regardless of length.

Development on parcels of the Prescott Country Club zoned as Commercial require an 8 (eight) foot high, continuous separation wall from the community, constructed of solid masonry or pre-cast concrete painted earth tones. Change of ownership on commercial property requires the new owner to come into compliance with ACC requirements.

I. EXTERIOR MODIFICATIONS, ADDITIONS, DECKS, COVERED PATIOS, GARAGES, ETC..

All exterior modifications, room additions, garages, carports, decks, covered patios, shade structures and any other attached or detached structure require the approval of the Architectural Control Committee. Detailed plans for any structure shall be submitted with the application for permit and include a site plan, elevation, materials to be used and other relevant information. Construction materials, and colors shall be compatible and blend with the residence. Yavapai County or Town of Prescott Valley permits may also be required. (See Also: Setbacks, K-3 and Fee Schedule)

J. ANTENNAE

No television or radio antenna, towers or satellite dishes (except small satellite) may be erected, placed or allowed on any residential parcel without the approval and a permit from the Architectural Control Committee. (See Also: Fee Schedule)

K. SETBACKS

NOTE: *Setbacks in the Prescott Country Club may differ from those defined by Yavapai County or Town of Prescott Valley. The PCC setbacks take precedence.*

1. HOMES - SINGLE FAMILY & MULTI FAMILY
All homes shall have a setback of 20 feet from the front property line, 10 feet from the side property line, and 25 feet from the rear property line. Attached or detached garages, carports, porches, covered decks and patios shall be within these setback limits.

2. STORAGE SHEDS, PERGOLAS, GREENHOUSES & OTHER STRUCTURES
Sheds and any other detached building or structure placed in the back yard, require a setback of 7 feet from the side property line, 7 feet from the rear property line and 10 feet from the house. Sheds and other structures shall not be placed over septic tanks or leach fields.

3. EXTERIOR MODIFICATIONS, ADDITIONS, DECKS, COVERED PATIOS, GARAGES, ETC. All exterior modifications, additions, decks, covered patios, carports or garages, require a 10 foot setback from the side property line, 20 feet from the front property line and 25 feet from the rear property line.

L. FEE SCHEDULE

Fees for Prescott Country Club - Architectural Control Committee permits shall be paid when applying for the permit. Permits are active for nine months. Should construction go beyond, you must apply for an extension.

Single Family, Manufactured or Multi Family Homes	$500
Commercial Building Permit	$5,000
Walls, Fences, Sheds, Decks or Other Structures	$50
Permit Extension (Beyond 9 months)	$50
Exterior Modifications or Additions	$100 - $500

(Fee varies depending on scope of work, determined by the ACC Committee)

FINES

*Failure to obtain an ACC permit prior to **any** construction will result in a fine.*

Initial Fine:	Equal to the Cost of the Initial Permit Fee
Additional Monthly Fine:	Equal to 1/2 the Cost of the Initial Permit Fee

Fine letters are sent to owners who are not in compliance. A phone call or letter is sent first advising of the violation. A second letter is sent certified mail and the owner is given 15 days to correct the problem from the date of the letter.

If the problem is not corrected, an initial fine as identified above will be charged against the referenced property. In addition, a monthly fine identified above will be charged until the property is brought into complete compliance.

If there is no response from the owner, the Prescott Country Club - Property Owners Association - Board of Directors can file a lien against the property owner.

IMPORTANT: ACC PERMIT MUST BE POSTED AND VISIBLE ON THE SITE

The Architectural Control Committee typically meets Thursday at the Prescott Country Club - Property Owners Association Office providing there are permit applications to process. For additional information, please call 928-772-6118

Revised & Approved - February 12, 2026
Prescott Country Club - Architectural Control Committee
Approved March 5, 2026 - PCC Board of Directors