

**Cerise Ranch Property Owners Association  
Design Review Board**

**FINAL REVIEW APPLICATION**

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

Lot #: \_\_\_\_\_ Street Address: \_\_\_\_\_

**Owner:** Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

**e-mail:** \_\_\_\_\_

**General  
Contractor:**

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

Colorado License Number: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

**e-mail:** \_\_\_\_\_

**Architect:**

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

Colorado License Number: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

**e-mail:** \_\_\_\_\_

**Section I** As the Design Guidelines are modified periodically, and these modifications may not be listed on this Application, it is the responsibility of the owner or his authorized agent(s) to ensure that the design and construction of a project conform with the requirements of the Current Design Guidelines. The intent of this Application is only to provide a guide for an owner or the architect to ensure a complete submittal. However, this application shall be signed, dated, and submitted with the plans package in order for the final submittal to be deemed complete by the Design Review Board. Failure to do so may delay review of the proposal. The Design Guidelines are comprehensive in scope for

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designing homes within Cerise Ranch. Please review the Current Design Guidelines carefully prior to presenting a submittal to the Design Review Board.

After preliminary approval has been obtained, the following documents are to be submitted to the DRB for final review. Please complete any additional information that is required in the spaces provided below.

A. Please indicated approximate time schedule below:

Commencement of Construction \_\_\_\_\_  
 Completion of Construction \_\_\_\_\_  
 Completion of Landscaping \_\_\_\_\_  
 Anticipated Occupancy Date \_\_\_\_\_

B. Scaled Site plan-- at not less than 1/8<sup>th</sup> " equal 1 ' -- showing the location of the building envelope, including setback dimensions, the residential structure, other buildings and landscape structures, driveways, parking areas, recreational surfaces, proposed grading and drainage, utility connections and finish floor elevations including garage.

C. Roof plan and floor plans at a scale of not less that " = 1'0".

D. All exterior elevations at a scale of not less than " = 1'0" with both existing and proposed grades shown.

E. Complete landscape plans, which include grading, planting and irrigation, at same scale as site plan, showing; areas to be irrigated, types of irrigation, proposed planting locations and other site features included on the site plan. A list of the proposed plantings showing size at installation, common name and botanical name of plant material. See Exhibit A of the Guidelines for approved species.

F. Cross-section of structure indicating existing and proposed grades.

G. Exterior building corners of the proposed residence, building envelope corners, and location of other structures and improvements must be staked on the site.

**Note: A, B, C above shall consist of two (2) complete full size set, and one (1) reduced size (11 and by 18) set. An electronic file in PDF format shall also be sent to the Design Review Board Administrator of the site plan indicating the location of all proposed improvements, landscape plan and all exterior elevations. kedquist@usa.net**

H. Actual samples of all materials to be utilized in the structure and color samples of all finishes on actual pieces of the materials over which they will be applied need to be presented to the DRB together on a sample board. Please list material and color choices below.

<u>Material</u>	<u>Color</u>
Roof _____	_____
Siding _____	_____
Stone _____	_____
Stucco _____	_____
Cladding _____	_____
Fascia _____	_____
Soffit _____	_____
Trim _____	_____
Doors _____	_____

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Driveway \_\_\_\_\_  
 Monumentation \_\_\_\_\_  
 Other \_\_\_\_\_

I. Exterior material calculations:

Elevations	<u>North</u>	<u>South</u>	<u>East</u>	<u>West</u>	<u>Total</u>
Sq. Ft. of exterior wall	_____	_____	_____	_____	_____
Sq. Ft. of stone:	_____	_____	_____	_____	_____
Sq. Ft. of stucco:	_____	_____	_____	_____	_____
Sq. Ft. of wood:	_____	_____	_____	_____	_____
Sq. Ft. of windows	_____	_____	_____	_____	_____

- J. A \$15,000 Construction Completion Deposit is required, made payable to the Cerise Ranch Property Owners Association. Anticipate that this will be released at completion of landscaping and on site review by the DRB. A separate check for Final Review fees of \$600 is also required at Final review, payable to CRPOA as above.
- K. Receipt of payment for Mid Valley Metropolitan District sewer and water tap fees must be received from the Mid Valley Metropolitan District prior to receiving final approval from the DRB. Contact the Mid Valley Metropolitan District secretary at (970) 927-4077.

***Three copies of all necessary materials for the Final Review must be submitted to the DRB six days prior to your scheduled meeting. To expedite the design review process, be sure that your Final Submittal is complete according to the Current Design Guidelines. Incomplete submittals will cause delays in receiving approval.***

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**Section II** Please review the following checklist to assist you in preparing your plans for final review.

## GENERAL

- Final Review Application-completed and signed
- Final review fee \$600.00 (\$150.00 for landscape revision or remodeling)
- Construction Completion deposit of \$15,000.00
- Three sets of plans. Two full size and one in reduced 11" by 18" format.
- Receipt for payment of Mid Valley Metro water and sewer tap fees.
- All drawings must have a title block (including all pertinent information)
- Drawings must provide the name and address, telephone number of the lot Owner and all professionals responsible for the preparation of the submission.

## SITE PLAN

- North Arrow and graphic scale, minimum scale of 1/8<sup>th</sup> " equal 1 foot.
- Property boundary, recorded building envelope/building setbacks and easements
- Existing and proposed finished Grading-showing contours at 1 foot intervals
- Storm water/runoff control, debris flow control, show methods and locations, specifically culvert at drive if necessary.
- Existing improvements
- Driveway, parking and turnaround areas with indication of colors or patterning, if any
- Finished paving and walk material, with indication of colors or patterning, if any
- Location of utility extensions and meters, show location as they meet the home
- Walks, patios, fences, retaining walls etc.
- Any other proposed improvements or auxiliary construction

## CONSTRUCTION MANAGEMENT PLAN

- Identify temporary structures, sanitary facilities, dumpsters, field office, etc.
- Storage areas and material staging areas.
- Temporary construction access, temporary parking and required graveled areas.
- Erosion control measures, landscape protection methods, etc
- Construction staging issues, parking for subcontractors, access, drainage issues.

## EXTERIOR ELEVATIONS

- Four exterior views. Show maximum building height on principal elevation
- Identify all exterior colors and materials on the elevations
- Colored elevation drawings are required.
- Show existing and proposed grades, and building outline as it meets grade
- Location and specifications (cut sheets) of exterior lighting, including landscape lighting.

## FLOOR PLANS

- Use of each room, minimum scale of \_ " equal 1 foot. .
- Complete dimensions including elevations of each floor level
- Square footage per floor and total square footage for residence
- Adjoining decks or patios

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## ROOF PLAN

- Identify materials and colors, per Guidelines. Minimum scale of \_ “ equal 1 foot. .
- Show all roof penetrations, chimneys, skylights, mechanical equipment, etc.
- Roof plan with elevations along ridge(s)

## LANDSCAPE PLAN

- Final landscape plan showing location, species, size and number of plantings, and all shrub beds.
- Grading and drainage plan showing existing and proposed grades.
- Plant Schedule – All plant material must be identified by scientific nomenclature, common name, quantity, size and location.
- Treatment of all ground surfaces
- Extent of sodded turf areas to be mowed & irrigated
- Existing trees or other existing vegetation – identify all that are to be removed
- Any and all exterior landscape or architectural lighting---indicate type, wattage and location.
- All berms and berm heights and grades, at 1 foot intervals. Berms are not to exceed 5 feet in height or 2:1 grade
- Areas of excavation to be revegetated upon completion of landscape.
- Re-vegetation treatment for steep banks
- Existing plant materials & natural site features to remain on site
- Details of special features – fencing, architectural landscape elements, water fountains, etc.
- Design details & location of entry/address monumentation and landscape lighting.

## GEOTECHNICAL INVESTIGATION

- Geotechnical investigation prepared and sealed by a Professional Engineer

## COLOR SAMPLES/SAMPLE BOARD

- Sample board shall not exceed 1.5 x 2.0 feet, clearly labeled with Lot number. All materials below shall be securely attached to the sample board and clearly labeled.
- Siding, trim, fascia, stucco etc. Specify colors of paints and stains.
- Roofing, showing weight and life of roofing materials per Guidelines
- Window frame/sash colors- specify manufacturer and color.
- Stone, masonry units, manner of lay up (photo of proposed stone and lay up acceptable)
- Other proposed surfaces. Specify manufacturer and type of material.

## EXTERIOR LIGHTING

- Catalog sheets. Show locations on elevations and landscape plan. Light source must not be visible. Downlighting is required.

## STRUCTURAL DRAWINGS

- Foundation plan and design
- Member sizes and design criteria, also show for all porch and decks.
- Design prepared and sealed by Professional Engineer licensed in the State of Colorado.

## IRRIGATION PLAN

- Proposed irrigation area – maximum irrigated area based on home site size: See Design Guidelines Exhibit C, Section 3.7.

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- Areas to be irrigated showing type of irrigation (drip, rotors etc) and square footage irrigated by each type. See Exhibit C, section 3.7.
- Location of critical landscape elements – Delineation of sod areas, planting beds, walkways, berms etc.

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## **Section III**

Listed below are the final Design Review steps which take place after you receive final approval from the Design Review Board.

1. **Construction Procedure Meeting** - Prior to commencing construction, contractors are required to meet with the Cerise Ranch DRB administrator, to review construction procedures.
- 2.. **Final Compliance Authorization** – Owner/Builder must notify DRB to schedule final walk-thru. DRB to provide notice of satisfactory completion or noncompliance based upon approved plans for the residence and landscaping.
- 3.. **Certificate of Occupancy** – Upon receipt (notice) of satisfactory completion, Owner may submit for a Certificate of Occupancy from Garfield County. Owner is to provide DRB with a copy of Certificate of Occupancy.

*Note this Section must be signed in order for the application to be deemed complete*

## **Section IV.**

I hereby certify that the building plans, site plan and landscape plans as well as the information in this Final Review Application are all accurate and have been submitted to the Design Review Board pursuant to the requirements of the Design Guidelines. As the owner or owner agent I agree that the DRB and the administrator shall not be held liable or responsible in any manner for any action or for any failure to act in the exercise of their responsibilities under the Cerise Ranch Property Owners Association Covenants, Conditions and Restrictions, if the action or failure to act was in good faith and without malice.

\_\_\_\_\_ (please print name)

\_\_\_\_\_ (signature line)

Owner/Owner Agent(s)

Date \_\_\_\_\_