



Application for Modifications or Improvements – Please allow 30 days for DRC response
Incomplete submittals will not be accepted

A. General Information:

Send to reviews@ccgcolorado.com

Owner(s): _____
Property Address: _____
Email Address: _____ Phone Number: _____

B. My request involves the following type of improvement:

- | | |
|--|---|
| ☐ New Construction | ☐ Storage shed |
| ☐ Landscape and Fencing (submit together) | ☐ Deck / Patio / Slab |
| ☐ Drive / Walk addition or improvement | ☐ Roofing |
| ☐ Basketball backboard / pole | ☐ Patio Cover / Awning / Pergola |
| ☐ Painting (please see Section D) | ☐ Hot Tubs |
| ☐ Room addition | ☐ Other _____ |

C. Description of work (include materials, kind, exterior color(s), & location of improvement)

D. Exterior Finishes (if applicable)

Please include a sample of the requested exterior finishes and fill out the below box indicating the color name and code that you are requesting for each area to be painted. Please see list below for size of samples required. Home exterior paint does not need approval for original home colors.

Material	Color Name and Code
Base / Body (12" x 12" sample)	
Trim (12" x 12" sample)	
Front Door Style (provide photo or weblink)	
Front Door Finish (12" x 12" sample)	
Accent and indicate location (12" x 12" sample)	
Stone (provide MFR's sample board)	
Grout (Provide weblink)	
Roofing (Provide MFR's physical sample)	

E. Name and contact information of contractor or other owner representatives, if any:

F. Attachments:

- | | |
|---|---|
| ☐ Color sample / description | ☐ Plot plan/Site Plan |
| ☐ Specifications (e.g. brochure) | ☐ Elevation drawings |
| ☐ Complete construction plans | ☐ Architectural drawings |
| ☐ Photographs | ☐ Sample of materials |
| ☐ Other _____ | |

I understand that I must receive the written approval of the Design Review Committee (DRC) in order to proceed. I understand that the District may request additional information prior to reviewing this request. DRC approval does not constitute approval of the local building or zoning department, drainage design, structural or engineering safety and/or soundness. I understand approval by the DRC shall in no way be construed as to pass judgment on the correctness of the location, structural design, suitability of water flow or drainage, location of utilities, or other qualities of the proposed Improvement being reviewed. I understand the DRC shall not make any investigation into title, ownership, easements, rights-of-way, or other rights appurtenant to property with respect to architectural or landscape requests. I understand that I may be required to obtain building or other permits prior to the commencement of any work. I agree that my failure to obtain required building or other permits/approvals will result in the withdrawal of DRC approval. I understand that it is my responsibility and obligation to obtain all required building permits, to contact Colorado 811 for utility locates, and to construct the Improvement in a workmanlike manner in conformance with all applicable easements, regulations, and building and zoning codes.

I further agree not to alter existing drainage patterns on the Lot without the express approval in writing by the Board or DRC. I understand that the proposed improvement, if approved, will be designed and constructed to conform to the established drainage plan for my Lot and all neighboring Lots, and that no established drainage patterns will be affected by the proposed improvement.

I will not damage or alter District property at any time, and resulting damages may be repaired by the District and my responsibility to pay. Upon completion of my improvement, I hereby authorize the DRC or its delegate to enter onto my property for exterior inspection at a mutually agreed upon time, if requested. I agree that my refusal to allow inspection may result in the withdrawal of DRC approval. I understand that approval of any particular plans and specifications or design shall not be construed as a waiver of the right of the DRC to disapprove such plans and specifications, or any elements or features thereof, in the event such plans are subsequently submitted for use in any other instance. I understand that there shall be no deviations from the plans, specifications, and location approved by the DRC without prior written consent of the DRC. Any variation from the original application must be resubmitted for approval.

I further agree that if, at any time during the process, the DRC requests to enter onto the Lot or requests further information to determine if the improvement is being constructed in accordance with the approval plan and/or Covenants, I will comply with the request. I agree that my failure to comply with the request shall result in the withdrawal of DRC approval. In addition, I agree that my failure to start or complete the Improvement within the time specified on the application shall result in withdrawal of DRC approval unless an extension is requested in writing and approved in writing.

Planned start date: _____ Planned completion date: _____

Homeowner Signature

Date

Design Review Committee

The DRC, having reviewed the submission above, hereby finds that the request is:

- ☐ Approved as submitted.
- ☐ Approved with the following provisions and/or subject to HOA governing documents: _

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- ☐ Exterior Colors have not been approved – please allow 30 days for approval upon submittal
 - ☐ Must be completed by: _____
 - ☐ Further information is requested

- ☐ Denied for the reason(s) stated below:

- ☐ Improvement does not comply with governing documents:
- ☐ Improvement is not reasonably suited for the lot.
- ☐ Not an approved exterior paint color
- ☐ Other reason: _____

Authorized DRC Representative

Date

CONSTRUCTION CHECKLIST

DEPOSITS: \$1,000 (\$100 is non-refundable)

REVIEW FEE: \$500 Building Design Review Fee/includes one (1) resubmittal. (*Please make checks to "Serratoga Falls Metropolitan District"*)

BUILDING SITE PLAN: (Provide 1 set & a digital copy)

Building location (dimensioned from all property lines)

Setbacks and easements shown

Driveway, decks, pads, sidewalks locations shown

Grading and Drainage Plan, including flow arrows

Top of foundation elevations for house and garage and all step-downs

Elevations of all lot corners shown

CONSTRUCTION DRAWINGS: (Provide 1 set & a digital copy)

Exterior elevations showing dimensioned trim, railing, and door details

Indications of exterior materials with percentages calculated and shown

Exterior details including chimneys, stairs, decks, railings, columns, and location of standard address block on front elevation

Roof pitches shown

Square footage, excluding basement, is _____.

Building height as measured from where driveway meets top of curb

COLORS AND EXTERIOR FINISHES:

Actual Samples of exterior finishes and colors on 8½ x 11 format (No photos, except for brick or stone) (Use color submittal form)

Sample of roof material

LANDSCAPE & FENCING CHECKLIST (must be submitted within 30 days of occupancy)

This checklist is only necessary when submitting initial landscape projects

DEPOSITS: Landscape Deposit \$500 (\$100 is non-refundable) – *Only required for initial landscaping plans*
Additional Swimming Pool Deposit \$1,000 (if pool is submitted)

REVIEW FEE: \$200 Initial Landscape Design Review Fee/includes one (1) resubmittal (*Please make checks to "Serratoga Falls Metropolitan District"*)
Only required for initial landscaping plans

GUIDELINES:

Homeowner has thoroughly read Guidelines and confirms all items are implemented on plan

PROFESSIONALLY DRAWN LANDSCAPE AND FENCING PLANS:

Scale must be 1" = 10'

One (1) full size hard copy

- ___ One (1) digital copy emailed to serratogafalls@ccgcolorado.com
- ___ Site plan with drainage pattern and setbacks
- ___ Irrigation plan (identify turf irrigation and drip locations)
- ___ Location, species, and size of all trees & shrubs
 - ___ Indicate size of plants at maturity
 - ___ Shrubs shall be 5 gallon in size (indicate size on plan)
 - ___ Trees shall be 2" caliper (in front yard), 1 3/4" caliper (in rear yard), or 6' tall (evergreens) (indicate size on plan)
 - ___ 1/3 of total number of trees and shrubs are evergreens
- ___ Fencing and gate locations and fence type (see guidelines for requirements)
- ___ Location of hot tub (if hot tub is planned)
- ___ Rock, berms, fountains or ponds, terracing, retaining walls, and decorative features
- ___ Be sure the following items are included on your plan:
 - ___ 2 specimen front yard trees required (see guidelines for details)
 - ___ 1 additional tree over rest of site (see guidelines for details)
 - ___ Planting beds comprise at least 25% of site (see guidelines for details)
 - ___ Show planting location within planting beds (min 1 plant per 10 sq ft)
 - ___ Identify rock or wood mulch areas (minimum 3" depth)
 - ___ Photo or weblink with supplier's name and color of all mulch, rock and pavers being used
 - ___ Prohibited trees not included (see item #4.5 in guidelines for details)
 - ___ Screened items (see Item #4.6.3 in guidelines for details)