

DESIGN REVIEW SUBMITTAL FORM

Owner Information:

Owner: _____
 Property Address: _____
 Mailing Address: _____
 Contact Information: Home: _____ Work: _____ E-Mail _____

Scope of Improvement:

<input type="checkbox"/> Painting – Complete information below	<input type="checkbox"/> Deck or Patio Addition; Patio Cover
<input type="checkbox"/> Roofing – Product & Color Information must be attached	<input type="checkbox"/> Sidewalk – Include Plot Plan showing addition
<input type="checkbox"/> Fencing – Include Style & Stain Color	<input type="checkbox"/> Driveway – Include Plot Plan showing addition
<input type="checkbox"/> Doors – Front Door; Storm Door; Screen Door	<input type="checkbox"/> Garden/Raised Bed – Include Plot Plan showing location
<input type="checkbox"/> Landscaping – Include detail drawings of proposed changes	<input type="checkbox"/> Dog Run – Include Plot Plan showing location
<input type="checkbox"/> Room Addition – Architectural Drawings & Room Elevations Drawings Required	<input type="checkbox"/> Play Equipment – Location of Equipment and Brochure of Product to be included.
<input type="checkbox"/> Windows – Brochure and Color required with submittal	<input type="checkbox"/> Other

Exterior Painting Information - (Only complete if applicable) – Please include paint samples of proposed colors, which should be a minimum of 2” x 3” If you are repainting your home the same color, please provide a picture of your home as it is painted.

Color Information: Please include Brand Name, Color and Color Code

Base/Body: _____ Trim: _____
 Accent: _____ Front Door: _____

Description of work (include nature, kind, exterior color and location of proposed improvement):

Names and addresses of architect, contractor or other owner representative(s), if any:

A. Attachments:

- | | |
|--|---|
| <input type="checkbox"/> Color Samples | <input type="checkbox"/> Sample of Materials |
| <input type="checkbox"/> Specifications (e.g. manufacturer’s brochure) | <input type="checkbox"/> Elevation Drawings |
| <input type="checkbox"/> Construction Plans | <input type="checkbox"/> Architectural Drawings |
| <input type="checkbox"/> Photographs | <input type="checkbox"/> Plot Plan |
| <input type="checkbox"/> Other | |



5150 Community Management
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Design Review Submission

****Please read and sign below. Failure to sign this document will cause your submittal to be returned to you and may cause a delay in the approval process.**

1. No improvement shall commence until approved in writing by the Design Review Committee. Failure to obtain the prior written approval of the Committee may result in removal or modification of the unapproved improvement or change.
2. The Committee has 30 days from receipt of all documents to review such plans and act upon your request. To ensure a timely review, please provide drawings of all modifications or improvements being requested. Information should include dimensions, materials, colors as well as the proposed location. Photographs, brochures, or plans that will assist the Committee in the review of the information should be included with the submittal.
3. Committee approval does not constitute waiver of any requirements of applicable governmental agencies. Failure on your part to obtain the required building or other permits and approvals may result in the withdrawal of the Committee's approval.
4. All approved improvements must be completed per specifications or approval is withdrawn.
5. Access for equipment used in landscaping and/or construction must be through owner's property only. Access over Common Areas will not be permitted.
6. Local ordinances require homeowners to maintain correct grades of lots so that water drainage does not flow onto adjoining properties, open space or common areas. Approval of plan does not constitute authorization to change drainage as installed by the developer.
7. Streets may not be obstructed with objects that are hazardous to pedestrians. Items and building materials being used may not be stored in the streets, on the sidewalks, or on Common Areas.
8. Signs of any type representing Contractors doing work on your property are not allowed.
9. Upon approval, the owner agrees to maintain the improvement at all time.

Homeowner Signature: _____

Date: _____

Committee Action:

Committee Member Signature: _____

Date: _____

- APPROVED as submitted
- APPROVED, subject to the following requirements
- DISAPPROVED, for the following reasons

Committee Comments:



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