



APPENDIX 9

ARCHITECTURAL COMMITTEE APPLICATION SUBMITTAL FORM (Short Form for Repainting, Landscaping or other Minor Projects Only)

INSTRUCTIONS:

This Application & Checklist is to be used for all project submittals to the Battlement Mesa Service Association Architectural Review Committee (BMSA/ARC). This form is intended to assist in ensuring that the application's submittal is complete. This will help provide a quicker, more thorough review process.

It is recommended that each applicant thoroughly review the requirements of the current **Architectural Standards**, the **Amended and Restated Declaration of Covenants (including Resolutions)** and the recorded **Final Plat** for their respective neighborhood prior to preparing a submittal. The Architectural Standards can be found on the BMSA website at www.bmsaco.org, under the Association Documents tab. The recorded Final Plat can be found with the Garfield County Assessor.

The Architectural Review Committee recommends consulting with Garfield County about the Colorado Wildfire Resiliency Code.

Applicants preparing a submittal should compare the information they are about to submit with the requirements of this form and "check off" each required item on the form. If any item is not checked, the Application submittal is not complete and should not be submitted. Incomplete Applications will not be processed and will be returned to the Applicant.

When an application is complete, please mail or deliver it to the following address:

Battlement Mesa Service Association
Architectural Review Committee Application
401 Arroyo Drive
Battlement Mesa, Colorado 81635

The Architectural Review Committee meets twice monthly on the 1st and 3rd Wednesday. If there are not any applications, the committee does not meet. Applications are due one week prior to the scheduled meeting dates for prior review by Committee Members. Please contact the Covenant Officer at (970) 285-9432 to confirm the next scheduled meeting date or to request further information.

We thank you in advance for your cooperation and in complying with the Architectural Standards of the Battlement Mesa Service Association.



ARCHITECTURAL REVIEW COMMITTEE APPLICATION & CHECKLIST
REPAINTING, LANDSCAPING or other MINOR PROJECTS

Homeowner: _____

Home Mailing Address: _____

Phone: _____ Email: _____

Project Address: _____ Subdivision: _____

Estimated Start Date: _____ Estimated Completion Date: _____

PLEASE PROVIDE A DESCRIPTION OF THE PROPOSED PROJECT:

SUBMITTAL REQUIREMENTS: One copy of items 1, 2 & 4 need to be submitted.
(Check off items attached to the Application and fill in the spaces as indicated.)

____ 1. Site Plan Drawing (1" = 10' or 1" = 20' scale) with the following information shown:

____ Lot, Block and Subdivision Name

____ Street Address of the Project

____ Building setback Lines (also fill in the shortest distance between property line to the exterior wall closest to that property line):

Dwelling Unit

Garage

Front Setback: _____ feet _____ feet

Left Side Setback: _____ feet _____ feet

Right Side Setback: _____ feet _____ feet

____ Utility Easements

____ 55' Clear Site-Line at Intersection of Corner Lots

____ Placement Location for Outbuildings, Patios, Patio Cover, Decks, etc.

____ 2. Architectural Drawings (1/4" = 1' or 1/8" = 1' scale) with the following information shown:

____ Outbuildings indicating dimensions, elevations and overall height to ridge line

____ Patio and Deck Cover construction details and dimensions



Project Address: _____

_____ 3. Exterior Materials (fill in the selections below):

Roofing Material: _____

Color: _____

Primary Siding Material: _____

Color: _____

Accent Siding Material: _____

Color: _____

Trim Material: _____

Color: _____

Masonry Material: _____

Color: _____

Stucco Material: _____

Color: _____

Front Door Material: _____

Color: _____

Garage Door Material: _____

Color: _____

COLOR SAMPLE

COLOR SAMPLE

COLOR SAMPLE

COLOR SAMPLE

COLOR SAMPLE

COLOR SAMPLE

_____ 4. Landscape/Irrigation Plans with the following information:

_____ Planting Plan (indicate areas of irrigated lawn, tree placement, shrub beds, groundcover, etc.)

_____ Plant Material Listing by species of trees, shrubs and grasses

_____ Groundcover Materials including weed control barrier

_____ 5. Fences with the following information:

_____ Location

_____ Height

_____ Materials of Construction and Style

_____ 6. Other Improvements (decks, patios, site lighting, flag poles, etc.)

_____ 7. Driveway Apron Extension

_____ Location

_____ Materials of Construction and Style



Project Address: _____

____ 8. Variance Request (if Applicable). Give details below.

Note: This section must be signed in order for the application to be complete

I/We hereby acknowledge that Home Remodel or Improvement Projects or Landscape Construction features which are built in non-conformance with this full application, including the Condition of Approval noted on Page 5 of 5 herein, I/We will be cited by the BMSA/ARC in written citation form at the time of discovery. In extenuating circumstances Variance may be requested from the BMSA/ARC, provided such Variance request item is within the purview and approval jurisdiction of the BMSA/ARC. If a Variance is not granted by the BMSA/ARC and if the Non-Conforming Item(s) are not corrected within 60 days after the date of written citation, I/We will be served a Notice of a Hearing before the BATTLEMENT MESA SERVICE ASSOCIATION Board of Directors, and if I/We are found in violation of these Non-Conforming Items at the Hearing I/We will be fined a minimum of \$500.00 per Non-Conforming Item. Notwithstanding the foregoing, I/We acknowledge that the BATTLEMENT MESA SERVICE ASSOCIATION Board of Directors and/or Architectural Review Committee may pursue any legal remedy available in the event of non-compliance.

Failure to pay fines levied as determined at the Hearing may also result in a Lien being placed on my/our property or a litigation process initiated by the BATTLEMENT MESA SERVICE ASSOCIATION Board of Directors to secure conformance with this full Application and its respective Conditions of Approval.

I/We understand that Architectural Review Committee approval does not constitute approval of the local building department, drainage design or structural soundness, nor does it constitute assurance that the plans comply with all applicable codes, regulations, ordinances and laws.

I/We further acknowledge that any subsequent field changes which I/We may desire for Home Construction or Improvement Projects or Landscaping Projects of this original Application Submittal and the original Conditions of Approval issued by the BMSA/ARC will require an additional Revised Application Submittal on my/our behalf, and that I/We will not proceed with any subsequent field changes until a Revised Conditions of Approval have been issued to me/us by the BMSA/ARC.

Applicants Signature: _____

Applicants Printed Name: _____

Date of Application: _____



CONTITIONS OF APPROVAL or DISAPPROVAL

1. No sitework or building construction may proceed on any Lot (including no preliminary site clearing, grubbing, grade alteration, storing of material, foundation excavation, extension of underground utilities, etc.) until the Project has received a Project approval from the Architectural Review Committee and has been issued a building permit and posted on the property (as required by Garfield County).
2. All general building, site improvements, landscaping and revegetation to specifically include the front, side and rear yard areas for any Project shall be completed and shall have passed a Final Compliance Inspection no later than eighteen (18) months after Project approval by the Architectural Review Committee. It is the responsibility
3. of the owner or builder to furnish the Architectural Review Committee with a copy of the Certificate of Occupancy within one (1) week of issuance of the Certificate of Occupancy.
4. If the selections of colors and/or landscaping plans are not included with this application, they must be submitted for approval before any action is taken to install the missing items.



Project Address: _____

**This portion of the Application Form is to be completed by the
Architectural Review Committee (not the Applicant)**

Application Approval (Initials of Architectural Review Committee Members):

By: _____

Application Approved for Construction subject to the above conditions:

By Chairman: _____ Date: _____

Application Denied (Initials of Architectural Review Committee Members):

By: _____

Application Denied for reason(s) stated below:

By Chairman: _____ Date: _____

Conditions/Comments/Clarifications from ARC Committee:
