

# Lawson Hill Property Owners Co

## DRB Application Form

Lot Number: \_\_\_\_\_

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

Treatment Area: \_\_\_\_\_

Requested Meeting Date: \_\_\_\_\_

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

Owner Mailing Address: \_\_\_\_\_

City, State, and Zip: \_\_\_\_\_

Owner Phone & E-Mail: \_\_\_\_\_

Agent/Owner/Firm/Contact:

\_\_\_\_\_  
\_\_\_\_\_

Agent Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ E-mail: \_\_\_\_\_

Agent Phone & Fax: \_\_\_\_\_

I hereby certify that all information contained within this application and/or required as a part of this Application is accurate.

\_\_\_\_\_  
Owner/Owner Agent

\_\_\_\_\_  
Date

## SUBMISSION CHECK LIST

\_\_\_\_\_ Fees.

\_\_\_\_\_ Current Proof of Ownership

\_\_\_\_\_ Letter of agency: Stating the agent has the authority to represent the owner.

# Lawson Hill Property Owners Co.

## Design Review Board

138 Society Drive, suite B  
P.O. Box 3927  
Telluride, Co 81435  
970-728-5893

### **DESIGN SUBMITTAL CHECKLIST**

No later than 15 business days before the Committee's review meeting, the applicant shall make his/her entire submittal and pay the Design Review fee to the Lawson Hill Property Owners' Company. This outline is intended to assist the applicant by summarizing information and is not to replace the Design Review Regulations that must be complied with. Applicant shall submit two (2) copies of all the following for any proposed project:

#### **1. SITE PLAN**

- \_\_\_\_\_ Any existing or other proposed buildings or future building phases
- \_\_\_\_\_ Existing and proposed contours (at two foot intervals)
- \_\_\_\_\_ Dimensioned building set-backs
- \_\_\_\_\_ Existing and proposed driveways
- \_\_\_\_\_ Existing and proposed on-site parking
- \_\_\_\_\_ Screening of on-site parking, if required
- \_\_\_\_\_ Building location with a "tie"
- \_\_\_\_\_ Underground and exposed utilities locations (meters, valves, etc.)
- \_\_\_\_\_ All existing trees 3 inches or greater in diameter or 25 feet or greater in height proposed to be cut
- \_\_\_\_\_ Any existing and proposed fence locations
- \_\_\_\_\_ Property corners and property lines
- \_\_\_\_\_ Site drainage
- \_\_\_\_\_ General vegetation

Note: Site plan (and following plans) shall be at a scale of not less than 1/10 of one inch to one foot, except that the Chairman may allow the Site Plan to be not less than 1/20 of one inch to one foot for larger projects.

#### **2. LANDSCAPING PLAN: (may be combined with the Site Plan)**

- \_\_\_\_\_ Extent of required tree cutting
- \_\_\_\_\_ Any proposed replacement trees, shrubs and ground cover with location, extent, size and species
- \_\_\_\_\_ The Plan shall show any proposed site irrigation (not to exceed 150 square feet for each dwelling unit)

#### **3. PRIMARY ELEVATIONS AND FLOOR PLANS:**

- \_\_\_\_\_ Elevations from property line to property line, showing existing and proposed grades, driveways, and parking, existing and proposed new trees to true height, fences, and screens
- \_\_\_\_\_ **Elevations must include all height calculations drawn directly onto plans!!!**
- \_\_\_\_\_ Floor plans with the square footage of each floor on the plans

**4. BUILDING MATERIALS LIST & WALL CROSS SECTION:**

\_\_\_\_\_ All exterior building materials and their location must be noted on plan

\_\_\_\_\_ 1.6 Gallon Toilet Spec.

\_\_\_\_\_ Wall cross section to show compliance with fire protection regulations\_\_\_\_\_

**5. BUILDING MATERIALS SAMPLE:**

\_\_\_\_\_ As may be required, particularly for any proposed "unusual" materials or deviations from the Guidelines.

**6. SITE PHOTOS:**

\_\_\_\_\_ Showing the existing site condition, any neighboring buildings and on-site trees, if necessary.

**7. EXTERIOR LIGHTING PLAN:**

\_\_\_\_\_ All exterior lighting requires approval. Lighting location may be shown on elevations, although approval of the actual fixture is also required.

**8. FLAGGING AND STAKES:**

\_\_\_\_\_ Trees proposed to be cut must be flagged, and proposed building corners and driveway locations must be clearly staked 5 days prior to the Committee's design review meeting date.

**NOTE:** The preceding constitutes a standard submittal, but is not necessarily all inclusive. The Board may require/request additional information as conditions warrant. Also, please note that San Miguel County now requires a surveyor's Location Certificate when you pour your footers to insure the building is in the correct location.