

Raspberry Mountain Ranch Property Owners Association, Inc.

Architectural Review Application

One copy of this application along with the required submittal materials and fees are to be submitted to the Architectural Review Committee prior to presenting your project to the RMR POA Board of Directors at their regularly scheduled meeting. You have one year from the date stamped on the plans to complete this building project. If the project is not completed in this time, your performance deposit will not be returned unless you have applied for and received an extension. Any changes made after original approval must also be approved and submitted in writing to the RMRPOA Board of Directors, prior to implementing them. Failure to do so may jeopardize the return of your performance deposit.

Project Description

Parcel # _____ Address Within Community: _____

Owner Name: _____ Home phone: _____

Mailing address: _____

Email: _____ Cell phone: _____

Building Contractor: _____ Cell phone: _____

Email: _____

Architect/Designer: _____ Phone: _____

Email: _____

Building Square Footage (gross, as measured from outside walls)

Living Area: _____ Decks and Porches: _____ Basement: _____

Garages: _____ Accessory Dwelling: _____ Accessory Structure: _____

Color and Construction of Materials

Foundation Construction: _____

Exterior Wall Construction: _____

Finishes

Foundation wall: _____ Color(s): _____

Siding Material: _____ Color(s): _____

Window/Door Trim: _____ Color(s): _____

Roof Material: _____ Color(s): _____

Accent Material: _____ Color(s): _____

Please include pictures or samples of all materials & colors.

Architectural Review Application

Preliminary Plan Review Checklist

Prepare and submit this application to the ARC along with three (3) hard copies or a digitized format of the preliminary design in conceptual drawing (sketch) form to include the following:

- ☐ Site plan or plat indicating building envelope and location of any proposed improvements such as driveways, fences, etc.
- ☐ Exterior Elevations of all sides of proposed buildings
- ☐ Roof Design
- ☐ Exterior Materials
- ☐ Written statement whether any variance requests will be made

Final Plan Approval Checklist

Prepare and submit this application to the ARC- along with 2 copies of all necessary plans and other materials for the Final Plan Approval -one signed/stamped copy will be retained by the Association as a permanent record. The other signed/stamped copy will be returned to the Owners. The ARC can only approve a final plan submittal when each of the items listed below has been submitted and approved:

- ☐ Application Fee: Amount: \$_____ Check #:_____ Date Paid: ____/____/____
- ☐ Performance Deposit: Amount: \$_____ Check #:_____ Date Paid: ____/____/____
- ☐ Site Plan showing setbacks, site grading, site drainage, culverts, driveway with rise/run, parking and turning areas, utility easements and utility service lines to building(s) including cistern location, transformers, building footprint(s), including decks and fences.
- ☐ Building Plans (Minimum scale: $\frac{1}{4}'' = 1'0''$) including all exterior elevations and floor plans, showing finished grade, materials, windows, doors, colors, details; roof plan with pitch; and electrical plan
- ☐ Materials to be utilized for construction
- ☐ Perspective or photo, if an existing building

I hereby certify that I have read and examined this application and set of instructions and that all information in this application is true and correct. I also agree to be legally responsible for the enforcement of this document by paying any court and attorney's fees incurred in the process of enforcement.

Signature of Owner: _____ Date: ____/____/____

Signature of Owner: _____ Date: ____/____/____

(This form must be signed to be considered.)

Note: Submittal steps one and two can be accomplished coincidentally if all the appropriate plans are available.

Planned Start Date: _____ ***Completion date:*** _____

<p style="text-align: center;">Raspberry Mountain Ranch</p> <p style="text-align: center;">FINAL PLAN APPROVAL- PROJECT FEE SCHEDULE</p>		
Project Type (Check all that Apply)	Non Refundable Application Fee	Refundable Performance Deposit
Single Family Dwelling	\$50.00	Owner: \$2500.00 General Contractor: \$2500.00 Or Owner/Builder: \$5000.00
Accessory Dwelling	\$25.00	Owner: \$1500.00 General Contractor: \$1500.00 Or Owner/Builder \$3000.00
Accessory Structure	\$25.00	Owner: \$250.00 General Contractor: \$250.00 Or Owner/Builder: \$500.00
Additions/ Remodels	\$25.00	\$500.00
Deck / Fence / Repair	\$25.00	\$250.00
Re-Submittal Fee	\$25.00	
Variance Request Fee	\$50.00	

If multiple structures are included in one time application, the Single Family Dwelling fee applies.

Architectural Review Committee (ARC) Action	
<p>_____ Approved as Submitted</p>	
<p>_____ Approved Subject to: _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	
<p>_____ Disapproved for the Following Reasons: _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	
<p>Architectural Review Chairman Signature: _____</p> <p>Print Name: _____ Date: _____</p> <p>Final Inspection Signature: _____ Date: _____</p>	