bEAR cREEK PROPERTYOWNERS’ ASSOCIATION ARC APPROVAL REQUEST CHECKLIST

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| --- | --- | --- |
| First Name: | Last Name: | Date Submitted: |
| Record Address: | Desired Start Date: |
| City: | State: | Zip Code: | Lot #, Bear Creek Address |
| Phone#: | e-Mail: |
| Builders License #: | Builders Name: |
| Brief Description of Request: (New Build, Home Remodel, Paint Exterior, etc.) |

Approval Request Checklist

This document is constructed to simplify the process of requesting approval to improve a lot within Bear Creek Ranches or to modify an existing lot or dwelling. The process for submitting an approval request is contained in the Rules and Regulations for the Association. Please complete and sign this document, include the appropriate materials listed below and submit in accordance with the Rules and Regulations. Requirement for approval includes the Roadway Construction Impact Fee being received by the Association office.

 Site Improvement Requirements

The following documents are required for the Committee to approve any lot or structure improvement.

 Site Plan Drawing: (Scale of 1”=20’ and paper size 8.5”X11” format)

Feel free to use y0ur survey as the base document

 Location of all adjacent roads

 Driveway & Parking location including any anticipated culverts and composition; stone, concrete, asphalt. Minimum size culvert at roadway is 18”. This will be confirmed by ARC.

 Location of all structures, primary residence, decks, terraces, fences, paths, detached garage, guest house, solar apparatus, retaining walls, etc.

 Proposed grading and drainage shown, including any necessary structures, culverts, detention areas, etc

 Routing of required utilities, including locations of any above-grade enclosures, (i.e. electrical transformers) Location of electrical cutoff for home.

 Location of propane or storage tank; Tanks must be buried.

 Location of Well and Septic; Well and septic must be separated by at least 100’.

 Setback requirements have been met for all Improvements. All improvements must be located a minimum of 25 feet or more from any roadway and a minimum of 25 feet or more from any side or rear lot / tract line.

 Structure Development or Improvements

In addition to the Site Improvement Requirements listed in the previous section, the following documents are required for the Committee to approve the construction of any structure or the improvement to any structure or lot.

 Construction Documents

 Floor plans at ¼” = 1’ scale; Must include square footage for each floor, basement, loft/attic, garage, decks and patios. Decks, garage, patios enclosed porches or any area with less than seven (7) feet ceiling height are not included in the Rio Grande County Building Code as defined living space.

 Roof plans at ¼” = 1’ scale; Minimum roof pitch is 4:12 pitch without appropriate engineering. Gable, hip and shed roofs of less pitch are generally acceptable for porches if engineered to local snow loads. ARC will consider requests for variances for roof pitch for architectural design.

 Building Elevations at ¼” = 1’ scale for all sides; Elevations must include roof heights, existing and finish grades. Maximum building height is 35 feet in Bear Creek.

 Window and Exterior Door schedule including window and door type, color, exterior material.

 Interior and Exterior lighting plan at ¼” = 1’ scale; Must include lighting type and wattage for each exterior light and placement of interior electrical according to code.

 Foundation, Framing and mechanical detail; Must include depth of footings (as may be modified by actual construction during drilling) and stem wall specifications, framing details that specify minimums for Rio Grande County and the placement of water heater, pressure tank and the heat source for living spaces.

 Required samples (electronic) depicting all exterior materials, colors and textures

 Exterior wall finish including color of paint, stucco, stain, etc.

 Roof material

 Exterior stone surface including cultured stone

 Exterior concrete stain or overlay

 Exterior deck or wood stain

 Check list Submission

By signing the Applicant acknowledges that they have read and will conform to the Architectural Guidelines and will submit any changes to the Committee for review and approval.

Applicant

|  |  |  |
| --- | --- | --- |
| Print Name: | Signature: | Date: |

Architect, Engineer, or Contractor

|  |  |  |
| --- | --- | --- |
| Print Name: | Signature: | Date: |

PLEASE HAVE SUBMISSION SIGNED BY BOTH PARTIES

Architectural Review Committee Members. Bill Stonaker, Chairman - Brad Shaffer - Rod Odom

**Send all plans electronically to westxreal@gmail.com**