



BEAR CREEK PROPERTYOWNERS' ASSOCIATION ARC APPROVAL REQUEST CHECKLIST

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 \$5,000.00 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 YOUR 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. **This includes but is not limited to: culvert, driveway, utilities, Primary Residence and Outbuildings, decks, well & septic, etc.**

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 $\frac{1}{4}'' = 1'$ 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 $\frac{1}{4}'' = 1'$ 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 $\frac{1}{4}'' = 1'$ 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 $\frac{1}{4}'' = 1'$ 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.

NOTE: While ARC is willing to review architectural and engineering plans marked "For Review Only" (or similar language), ARC cannot approve plans that are not stamped/sealed by the architect or engineer. Plans must be stamped/sealed by the design professional and marked "For Permit" or "For Construction" or similar language.

Minor Improvements to existing Residences (landscape, fencing, patios, etc.) do not require architectural or engineering plans but the submittal must include site plan showing existing Improvements, the setback lines and contain enough detail to allow for a permit from the Rio Grande County building department.

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

NOTE: ARC understands the effort to get started on the home and realizes that all color selections may not have been decided upon during the initial planning phase of the design, the Owner must submit final color and materials selections to obtain the final ARC approval. Any requests submitted with To Be Determined or similar

language will be given a “Conditional Approval” with the final approval after complete submittal. ARC will consider revisions to materials and colors up until 90 days from completion of the improvements.

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 Bill Stonaker at WESTXREAL@Gmail.com with a copy to Veronica Climie at infobearcreekpoa@gmail.com.