

UNDERSTANDING THE DESIGN REVIEW PROCESS

Eagle Vail Property Owners Association



The following information is provided as guidance. It is not to be considered all-inclusive. Refer to the adopted governing documents referenced below when planning new construction or home improvement projects. If discrepancies occur, the governing documents shall take precedent.

New construction and most improvements to the exterior of your home and property require approval of the EagleVail Design Review Committee (DRC). The DRC is a committee of five EagleVail property owners appointed by the EagleVail Property Owners Association Board of Directors (EVPOA) in accordance with the 1992 Amended Covenants. The role of the DRC is to ensure that new projects meet the standards outlined in the EagleVail Design Review Guidelines and Review Process (The Guidelines).

The Guidelines, developed in 1992 and most recently updated and adopted by the EVPOA in 2018, set regulations to ensure that new construction, alterations of existing structures and new or remodeled site and landscaping projects fit the character of the neighborhood, positively impact neighboring properties and meet the zoning parameters found in the PUD Guide such as building setbacks and impervious surface allowances.

Projects that require DRC approval

See the Application for information on project types, application fees and compliance deposits. Section 8.0 DESIGN REVIEW PROCESS of the Guidelines provides additional information.

Application Fees

Fees are based on the type and scope of the project. New construction, remodels and additions to building footprint are based on square footage with a **\$500** minimum fee. All other projects, with several exceptions, require a **\$150** review fee. Some project require an application, with no fees.

Compliance Deposits

Most project types require a Compliance Deposit to ensure the completed project meets the approved design submittal. Compliance Deposits are due with the application to ensure prompt review.

Fines

Commencing construction without approval of the DRC can result in a penalty of up to four (4) times the application fee before construction can continue. For projects that don't require an application fee, a minimum fine of \$250 can result.

Eagle County

Check with Eagle County for Building Permit and Land Use requirements. Drawings stamped with DRC Approval may be required for Building Permits.

Governing Documents EagleVail Design Review Process

Amended and Restated EagleVail Design Guidelines and Review Process
Developed 1992 and most recently amended 2018 (The Guidelines)

Amended and Restated Declaration of Covenants, Conditions and Restrictions of EagleVail Subdivision Filings Nos. 1 and 2 and Whiskey Hill – adopted 1992

EagleVail Planned Unit Development Guide
Adopted 1979 and most recently amended 2012

Submitting a DRC Application

DRC Application: eaglevail-poa.com/design-review-committee

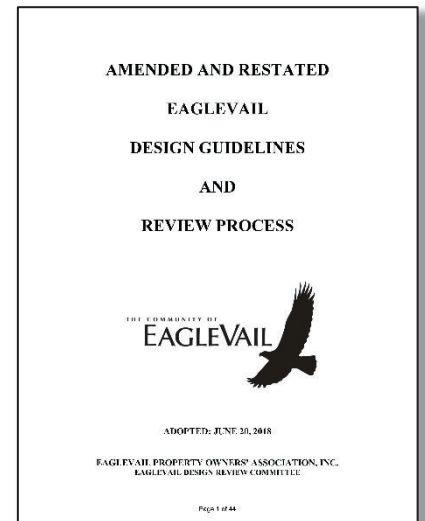
1. Fill out the application in full, include a detailed description of the work
2. Provide legible drawings, photos and additional documents as needed to accurately show the proposed project
3. Include a site plat, survey or ILC showing property lines, easements, setbacks and existing structures when appropriate for site work, new construction, additions, fences, garden walls, etc.
4. Per DRC Guidelines Section 1.2, all submittals will be held to the same standards and requirements regardless of whether drawings and information are completed by an architect or other design professional or if Owners create their own submittal
5. Painting projects - provide a paint color sample from the paint store or a 2" x 2" minimum painted sample
6. If you are part of a duplex, fourplex or condo association, you must have written approval of adjacent owners or the condo association. A **Party Wall Consent Form** letter is included in the DRC Application and must be submitted with the application.
7. Submit application, materials and fees to Bold Property Solutions in Traer Creek:

Mailing: PO Box 5800, Avon, CO 81620

Physical: 101 Fawcett Road #220, Avon, CO 81620

Email: DRC-EVPOA@boldsolutions.net

Phone: (970) 949-6070



The Approval Process

Applications will only be reviewed when a complete package has been received, including the appropriate review fee and compliance deposit. Applications will not be stamped as approved without receipt of compliance deposit where one is required.

1. Complete application packages are due a minimum of **one week prior** to the scheduled meeting. Meetings are typically held the 3rd Thursday of each month. Check with Bold for scheduled time.
2. Some projects can be staff-approved in which case applicants will generally receive approval within 7-10 business days. Note that all projects are subject to review by the DRC at a regularly scheduled meeting.
3. For applications requiring a meeting of the committee, applicants and/or their representative are invited to present their project and participate in the discussion of the application.
4. Once a project is approved, and all fees paid, the committee will return drawings stamped with "DRC approval" suitable for submittal to Eagle County for permitting and/or for the owner's records.

The EagleVail POA website, eaglevail-poa.com, provides links to:

- [EagleVail Design Review Guidelines and Review Process](#)
- Design Review Application
- A list of common projects and associated fees
- Governing Documents

Please email DRC-EVPOA@boldsolutions.net with questions.