



## Architectural Review Plan Submittal Procedures

When preparing to submit architectural plans for review, please carefully read the [Declarations and Design Guidelines](#). Follow Section 3.1 of the Design Guidelines to ensure your submittal is complete. Failure to provide a complete submittal may result in your plans being rejected.

Paper copies referred to above, in Section 3.1.2.2 and the Fees referenced below, shall be delivered to the Crestmoor Park (2<sup>nd</sup> Filing) Homes Association (the "Association"), c/o Rebecca O. Kenny, Architectural Review Committee ("ARC") Chair, 125 Monaco Parkway (entrance on Locust Street), Denver, CO 80220. All Digital Submittals shall be submitted to the Association via email to [architect@crestmoorparktwo.org](mailto:architect@crestmoorparktwo.org).

The ARC Review Architects are



Alison Hagan | 720-299-2267  
Anne Qualick | 303-881-7954  
[info@hqarchitects.com](mailto:info@hqarchitects.com)

Please include with your complete plan submittal the appropriate Design Review Fee, payable to Crestmoor Park (2<sup>nd</sup> Filing) Homes Association.

### FEES:

**New Build or Addition** (can Include Landscaping).

- \$1,600.00 Initial Review | \$400.00 each Resubmittal Review

**Small Remodel, Fence, Solar, Driveway, Front Walk Relocation or Expansion Only Projects**

- Hourly review at \$172.00 per hour (we will send you an invoice after review)

**Landscape Only Projects**

- \$480.00 Initial Review | \$180 each Resubmittal Review

Prior to full approval, the Homeowner, Architect, and Contractor shall each sign a "[Compliance Agreement](#)" to ensure that improvements are constructed as designed and pursuant to the ARC's Final Approval Letter. Here too is a link to a fillable checklist and neighbor notification packet [HERE](#).

Please contact the ARC Committee Chair, Rebecca Kenny, at 303-877-2140 or [rkenny@greenwoodandblack.com](mailto:rkenny@greenwoodandblack.com) with any questions throughout the process.