Rev. 12.11.23

## **Architectural Review Plan Submittal Procedures**

When preparing to submit architectural plans for review, please review carefully 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.

The paper copies referred to above in Section 3.1.2.2 and the Fees referenced below shall be delivered to the Association, c/o Thomas C. Deline, Chair ARC, 25 South Ivy Street, Denver, CO 80224. All Digital Submittals shall be submitted to Crestmoor Park (2<sup>nd</sup> Filing) Homes Association, architect@crestmoorparktwo.org .

The Review Architects are HQ Architects, LLC

Alison Hagan 720-299-2267 info@hgarchitects.com

Anne Qualick 303-881-7954 info@hqarchitects.com

The complete submittal shall include a Design Review Fee payable to: Crestmoor Park (2<sup>nd</sup> filing) Homes Association.

## Fees

- 1. New Build or Addition (can Include Landscaping).
  - a. Fees:

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

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

2. Fee:

\$172.00 / hour.

## **Landscape Only Projects**

3. Fees:

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

As a condition of approval, the Homeowner. Architect and Contractor will each need to sign a "Compliance Agreement" to ensure that the improvements are constructed as designed and approved.

During the process, if there are any questions, please contact Thomas C. Deline, Chairman Architectural Committee at 303-743-0100, extension 12.