



**DESIGN REVIEW COMMITTEE**  
**APPLICATION FOR PROJECT REVIEW**

Owner/ Builder Name:	_____	Email (*required)	_____
Address of Proposed Improvement:	_____	Contact Phone: (*required)	_____
Architect:	_____	Email and Phone (required)	_____
Landscape Architect	_____	Email and Phone (required)	_____

**Type of Application:**

- |   |  |
|---|--|
| <input type="checkbox"/> New Development  | <input type="checkbox"/> Homeowner Modification                        |
| <input type="checkbox"/> Builder Architectural Plan Review - \$1750<br>(includes final walk through)                        | <input type="checkbox"/> Under \$10,000 - \$50                         |
| <input type="checkbox"/> Landscape Review - \$1000 (includes final walk-through and Certificate of Compliance)              | <input type="checkbox"/> Over \$10,000 - \$100                         |
| <input type="checkbox"/> Landscaping Deposit - \$3,000 Per Lot<br>Security Deposit refundable after satisfactory completion | <input type="checkbox"/> Homeowner Minor Landscape Modification - \$50 |
| <input type="checkbox"/> Building Permit Release (Richmond Homes) - \$150   |  |

**Attached Plan References:**

Date: \_\_\_\_\_

Prepared By: \_\_\_\_\_

No. of Sheets: \_\_\_\_\_

Project No.: \_\_\_\_\_

Revision Date: \_\_\_\_\_

**Description of Improvements:**

Attach any additional documentation as needed. See following page for additional information.

**APPLICANT CERTIFICATION:**

I hereby attest that I am either an owner or a legally-designated agent of the owner and that the information contained in this application is true and correct; and further acknowledge that any approval action by the DRC based on inaccurate or incomplete information may be cause for invalidation of said approval.

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please consider providing the following information as appropriate:

1. Drawing or illustrations showing design of proposed improvement.
2. Scale drawing(s) or architectural plans showing exact dimensions of improvement.
3. Brochures or images
4. Type of material to be used.
5. Color scheme(s)
6. Landscaping plans in detail that abides by the Montane Design Guidelines.

**\*\*Please provide as much information and detail as possible when submitting the application. This will ensure a timely response\*\***

Please make checks payable to **Montane Design Review Committee**

**SUMBIT TO:**

**Email:** [drc@lyonsridgemetrodistrict.org](mailto:drc@lyonsridgemetrodistrict.org)  
**Mail:** Montane Design Review Committee  
8351 E. Belleview Avenue  
Denver, CO 80237

**NOTICE OF COMPLETION:**

The Notice of Committee Action is valid for one (1) year from the date of approval. Please notify the M-DRC of completion of the project. Once Notice of Completion is given to the M-DRC, the M-DRC and any impacted owner has 60 days to review the project for conformance with the Montane Design Guidelines, do a final walk thought, make comments, issue an Acceptance Letter, or appeal approval of the M-DRC or the completed project. Basic Notice of Completion to the M-DRC should include the following:

Dear M-DRC. This is notice of completion for the submitted project at the address as follows:

**Homeowner Name:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

**Basic summary of improvement(s):** \_\_\_\_\_

**Date of M-DRC original approval:** \_\_\_\_\_

**Notice is submitted this \_\_\_\_ Day of \_\_\_\_, 20 \_\_\_\_ of final work completion.**

**Submitted by:** \_\_\_\_\_

**Signature:** \_\_\_\_\_