



**Design Review Administration**

**Building Homesite Amendment**  
**Submittal Requirements/Procedures**

**Submittal Requirements:**

- Completed, signed and dated application
- Design Review Fee (\$1000) payable to Bachelor Gulch Village Association
- An amended plan prepared by a licensed surveyor showing both the existing and the proposed Building Homesite.
- An explanation of the basis for the proposed change
- In addition, the applicant shall follow either of the procedures outlined below to amend a Building Homesite:

**Administrative Procedure:**

The Applicant shall submit to the DRB an amended plan prepared by a licensed surveyor showing both the old and the new Homesite, the names, mailing addresses and written approval to amend the Building Homesite from all Owners of any property abutting, directly across the street from or within 75 feet of the property for which the Building Homesite amendment is proposed.

**OR**

**Public Meeting:**

A public meeting of the DRB shall be held, notice of which has been sent by first class mail at least 30 days prior to the DRB meeting to Owners of property which have a boundary line abutting, directly across the street from or within 75 feet of the property for which the Building Homesite amendment is requested. Such notice shall state the general nature of the DRB hearing and the date of the DRB hearing. Opinions of those surrounding Property Owners will be solicited by the DRB.



**BACHELOR GULCH DESIGN REVIEW BOARD**  
**Single Family Residential Application Form**

Application Date \_\_\_\_\_ Date of DRB Meeting \_\_\_\_\_

Type of Review     Sketch Plan     Final Plan     Modification     Miscellaneous

1. Application will be accepted after all information is provided. Please note that a complete application will streamline the approval process by decreasing the number of conditions of approval that the DRB may stipulate.
2. Fee must be submitted at time of application (see attached Design Review Board Application Fees). Please note that there is a fee required for both Sketch Plan Review and Final Plan Review.
3. Please contact the DRB staff regarding application questions.

**SECTION I – PROJECT INFORMATION**

A. NAME OF PROJECT \_\_\_\_\_  
PROJECT DESCRIPTION \_\_\_\_\_  
\_\_\_\_\_

B. LOCATION OF PROJECT  
Legal Description: Filing \_\_\_\_\_ Lot \_\_\_\_\_  
Other \_\_\_\_\_  
Street Address \_\_\_\_\_

C. NAME OF APPLICANT \_\_\_\_\_ Firm: \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Telephone ( ) \_\_\_\_\_ Fax( ) \_\_\_\_\_  
Email \_\_\_\_\_

D. NAME OF OWNER(S) \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Telephone ( ) \_\_\_\_\_ Fax( ) \_\_\_\_\_  
Email \_\_\_\_\_

E. NAME OF ARCHITECT \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Telephone ( ) \_\_\_\_\_ Fax( ) \_\_\_\_\_  
Email \_\_\_\_\_

**I have read and will comply with the Bachelor Gulch Village Construction Activities and Compliance Deposit Regulations concerning construction activities and compliance deposit regulations of Bachelor Gulch Village.**

Signature and Printed Name of Signatory \_\_\_\_\_

Date \_\_\_\_\_

Mailing Address: Post Office Box 1655 – Avon, CO 81620-1655  
Physical Address: 137 Benchmark Road – Avon, CO 81620  
Office 970-754-3147

## APPENDIX A – DESIGN REVIEW BOARD APPLICATION FEES

### **Bachelor Gulch Village Design Review Board Application Fee Schedule for Single Family Residential**

<i>Square Feet of Max. Gross Floor Area</i>	<i>Sketch Plan Fee</i>	<i>Final Plan Fee</i>	<i>Total Fee</i>
0-5,000 SF	\$2,000	\$2,000	\$4,000
5,001-7,500 SF	\$2,500	\$2,500	\$5,000
7,501-10,000SF	\$3,000	\$3,000	\$6,000

#### **Miscellaneous Notes:**

- Minor projects of under \$250,000, fee is 1.5% of project costs, minimum of \$150.
- Modification to previously approved plans if implemented during initial construction, \$150.
- The DRB may impose an additional fee of \$1,000 for any project having more than two Sketch Plan reviews or more than one Final Plan review.
- Homesite Amendment - \$1,000.
- Appeals - \$500
- Signs and/or Satellite Dishes if presented independently, \$50.
- Fees must be paid at time of submittal.
- Fees are calculated on Maximum Gross Floor Area, defined as the total floor area measured from the outside of all exterior walls, not including crawl spaces, garages or area designed for parking or loading within a building.
- Fees for projects outside the scope of the current fee schedule will be determined by the DRB staff.
- Late submittal fee shall be an additional 50% of the fee due at that meeting. Acceptance of submittals after the deadline shall be at the discretion of the DRB staff.
- Make check payable to Bachelor Gulch Village Association.

Lot \_\_\_\_\_ Project \_\_\_\_\_  
Physical Address \_\_\_\_\_ Date \_\_\_\_\_

## BACHELOR GULCH FEE CALCULATION

(Must be completed and submitted with check. Make checks payable to Bachelor Gulch Village Association.)

### New Construction

<u>Sq. Ft. of Maximum Gross Floor Area</u>	<u>Sketch Fee</u>	<u>Final Fee</u>	<u>Total Fee</u>	<u>Check Amount</u>
0 – 5,000	\$2,000	\$2,000	\$4,000	
5,001 – 7,500	\$2,500	\$2,500	\$5,000	
7,501 – 10,000	\$3,000	\$3,000	\$6,000	

Maximum Gross Floor Area is defined as the total floor area measured from the outside of all exterior walls, not including crawl spaces, garages or area designed for parking or loading with a building.

\$ \_\_\_\_\_

### Minor Projects Under \$250,000

The greater of 1.5% of project cost, minimum of \$150. Attach a copy of the bid sheet or indicate estimated cost below with your initials.

\$ \_\_\_\_\_ x .015 = \$ \_\_\_\_\_  
(Cost) (Initials)

\$ \_\_\_\_\_

### Miscellaneous

### Fee

Modifications to Previously Approved Plans (if implemented during construction)	\$150	\$ _____
Homesite Amendment	\$1,000	\$ _____
Appeal of DRB Ruling	\$500	\$ _____
Signs and/or Satellite Dish if presented independently.	\$50	\$ _____

The DRB may impose an additional fee of \$1,000 for any project having more than two Sketch Plan reviews or more than one Final Plan Review.

Late submittal fee shall be an additional 50% of the fee due at that meeting. Acceptance of submittals after the deadline shall be at the discretion of the DRB staff.

Fees for projects outside the scope of the current fee schedule will be determined by DRB staff.

<b>I have read and will comply with the Rules and Regulations concerning construction activities and compliance deposit regulation of Bachelor Gulch Design Guidelines.</b>		
_____	_____	_____
(Print Name)	(Authorized Signature of Applicant)	(Date)