



Design Review Administration

Minor Improvement Application
Submittal Requirements

Some examples of improvements that may be considered minor or routine are:

Patio & Walkway Remodel	Driveway Remodel	Window and Door Replacement
New Stain or Paint Color	New Roof Material or Gutters	Exterior Light Fixtures Replacement
New Address Marker	Sculpture Addition	Outdoor Recreation Equipment
Addition of Exterior Vents		

Submittal Requirements:

- Completed, signed and dated application. Please include a detailed description of the proposed improvement.
- Design Review Fee (varies depending on the project - see fee schedule) payable to **Bachelor Gulch Village Association**
- If the residence is within a multi-family complex or a development that has a Home Owners Association, then written approval from the Home Owners Association is required prior to receiving approval.
- If you are proposing a **patio, walkway, or driveway** remodel or addition, please submit a sample picture or brochure of the proposed material indicating the color and pattern.
- If you are proposing to replace **windows, doors, or exterior light fixtures**, please submit a cutsheet (manufacturer specification sheet/brochure) that indicates the dimensions, material and color. As a reminder, each exterior light fixture is limited to 25 total watts of bulbs in the aggregate.
- If you are proposing a **new stain or paint color(s)** for your residence, please submit a sample of the proposed color(s) for the Board to review. Painting a sample of the proposed color(s) on the residence for the Board to review is required.
- If you are proposing the addition of a **sculpture, outdoor recreation equipment (basketball backboard), or exterior vent** please submit a picture/details of the proposed improvement that includes the dimensions and indicates the proposed location. As a reminder, the theme and material of a sculpture must be indigenous and sensitive to mountain environments.

****Please ensure that all of the above information is present when submitting for a minor improvement. Incomplete applications will not be accepted.**



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 _____

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. (Roof replacement projects may not be subject to a fee)
- 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.

I have read and will comply with the Rules and Regulations concerning construction activities and compliance deposit regulation of Bachelor Gulch Design Guidelines.

(Print Name)

(Authorized Signature of Applicant)

(Date)