



**Design Review Administration**

**Modifications to Approved Plans**  
**Submittal Requirements**

- ❑ Completed, signed and dated application
- ❑ Design Review Fee (\$150) 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
- ❑ **(1) set full size and (7) sets 11"x17"** reduction of approved plans
- ❑ **(1) set full size and (7) sets 11"x17"** reduction of proposed modifications outlined in red. Please include any changes to landscaping, grading, etc. as a result of the modifications.

**\*\*Please ensure that all of the above information is present when submitting for modifications to approved plans. 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 \_\_\_\_\_

**SECTION II**

Continued

Name of Project \_\_\_\_\_

Location - Filing \_\_\_\_\_ Lot \_\_\_\_\_

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**3. MODIFICATIONS to SKETCH PLAN/FINAL PLAN APPROVAL**

A. Describe item(s) to be modified:

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B. Plan requirements:

1. Submit photos or previously approved plans
2. Submit modified elevations, floor plans and/or site plan as appropriate.

C. Submit completed application. Sections I, II, IV and V as appropriate.

**4. MISCELLANEOUS PROJECT REVIEW PROCESS**

A. Submit (1) full size set and seven sets 11"x17" reductions of drawings as appropriate.

B. Submit completed Application Form, Sections I, II, IV and/or V as appropriate.

C. Submit check for review fee at time of submittal.

## 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.

**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)