

**SADDLEBACK MOUNTAIN HOMEOWNERS ASSOCIATION
ARCHITECTURAL CONTROL COMMITTEE
APPLICATION CHECKLIST**

ADDRESS and/or LOT NUMBER: _____

Homeowner(s) First & Last Name(s):

1. _____
2. _____

Telephone Cell: _____ Home: _____

Email: _____

Type of Construction or Improvement and requirements: (Check all that apply. If Other, please describe.)

New Construction – must include all of the following

- (1) full set of documents (plans) submitted and approved by the county
- A PDF set sent via flash card or email
- Color renderings of all elevations and landscaping
- Submittals of all exterior products
- Is this a prefabricated or modular home (please circle) yes or no
- (Open to the ACC to request more information)

Addition or Exterior Remodel of Home (including decks, porches, patios)

- (1) full set of documents (plans) submitted and approved by the county
- A PDF set sent via flash card or email
- Color renderings of all elevations and landscaping
- Submittals of all exterior products
- Is this a prefabricated or modular home (please circle) yes or no
- (Open to the ACC to request more information)

Exterior Roof/Façade/Facia/Paint Color Change (If colors are the exact same you do not need approval)

- Roofing material sample and specifications
- Color slides for each color change
- A color sketch of what colors are going where
- (Open to the ACC to request more information)

Fence/Dog Run

- Submittals on fencing material and height
- Submittals on gate (s)
- Sketch of house and fence with dimensions
- (Open to the ACC to request more information)

Water Feature

- Sketch/rendering of water feature
- Submittals of all products
- Other (Open to the ACC to request more information)

Lighting

- New lighting plan (including landscaping lights)
- Submittals on top of lights
- Other (Open to the ACC to request more information)

Sheds/Tree Houses/Other Structures

- Submittal on products
- Finished products
- Prefabricated picture
- Other (Open to the ACC to request more information)

Driveways/Side Walks (resurfacing/repairing of existing not required)

- Site plane
- Color Rendering
- Lighting plan (If Changing)

Other Changes to Exterior Façade/Finish/Landscaping or any other form of outside appearance must be approved by the ACC.

- Other (Open to the ACC to request more information)

Once a full set of documents and required materials are submitted to the ACC, the owner must post a Clear Creek County issued construction notice sign with date of hearing, on their property in a location that is clearly visible from the roadway.

Date Packet is Submitted and accepted by ACC: _____

Date SMHOA Board Notified: _____

Date Plans Reviewed: _____

Neighbors requiring mailing: _____

Date mailed: _____

Has the county issued any variance? Yes No

If yes, please describe _____

Are the Plans approved by Saddleback HOA? Yes No Date: _____

Are the Plans approved by Clear Creek County? Yes No Date: _____

Conditions of Approval if Required: _____

Date Construction Started: _____

Date of Projection Inspection: _____

Estimated completion date: _____

Contractor/Builder:

COMMENTS: _____

Approved Not Approved

Date: _____

If not approved, please provide an explanation: _____

Please submit the requested information, swatches, etc to the Architectural Committee via email at acc@saddlebackhoa.com or via mail to Saddleback Mountain HOA, PO Box 1083, Evergreen, CO 80437.