

DESIGN REVIEW COMMITTEE
Telluride Ski Ranches Association
Small Project Application & Checklist as of 3/23/2017
(Projects with an estimated cost of less than \$50,000)

This application checklist has been formally adopted by the DRC pursuant to Article 6 of the Declaration (recorded at Reception No. 315541) and contains the requirements and procedures for all applications to the DRC. This checklist is intended to supplement the DRC Regulations recorded at Reception No. 367251.

Owner's Name _____

Owner's Address _____

Owner's Telephone _____ Owner's Fax _____

Owner's Email _____

Lot # and Street Address of Property _____

Owner's Agent _____
(This person represents the owner for purposes of the DRC process)

Agent's Address _____

Agent's Telephone _____ Agent's Fax _____

Agent's Email _____

Contractor _____

Contact Info _____

Architect _____

Contact Info _____

Type of Application Small Project One Step Plan Review
 Amendment to Small Project Plan
 Return of Performance Bond

Project Description

Architectural drawings, plans and designs submitted to the Design Review Committee as part of this application shall be available for review and copying by an owner or his authorized agent. The owner of these submitted drawings, plans and designs releases these documents to be part of the open records of the Telluride Ski Ranches Association.

Please submit all applications, requests and correspondence to the DRC's Administrator:
Kurt Shugars, PO Box 2517, Telluride, CO 81435
Telephone (970) 708-5212 email - kurt@shugarscompany.com

Owner or Agent Signature Date: _____

OVERVIEW OF DRC PROCESS
Application for Small Project (less than \$50,000)

Date Application Complete: _____

___ Application form

___ Application fee as determined by the DRC Administrator:

\$50 for project cost estimated at less than or equal to \$10,000.

\$350 for project cost estimated at more than \$10,000, but less than or equal to \$50,000.

___ Provide a cost estimate for the project.

PROJECT PLANS

Applicants are encouraged to submit all documents digitally in a PDF format.

___ If you submit your plans in a PDF format you only need to provide one 11" x 17" or larger paper plan set for the DRC review meeting and records. The plan set is to include a site plan, structure floor plan and elevations.

If you are not submitting plans in a PDF format please provide the following paper plans:

___ Five (5) copies of a 11" x 17" site plan that shows property boundaries, survey markers, existing and proposed utility locations, existing improvements, easements, building footprint, existing and proposed decks, existing and proposed contours, proposed areas of cut and fill, proposed disturbance areas, proposed staging area, proposed revegetation areas and proposed drainage.

___ Two (2) copies 11" x 17" or larger of the floor plan with square footage of all structures and decks, if applicable.

___ Two copies 11" x 17" or larger of elevations showing the exterior materials, character and color of proposed structure, if applicable.

___ Stake property to show driveway location, septic and leach field locations, building footprint, staging footprint and locations of other structures, if applicable.

___ Compliance to San Miguel County Land Use Code, shall be exhibited in all plans submitted for DRC approval.

___ Schedule for completion.

DRC Hearing on Small Project

The DRC has a standing meeting the third Wednesday of each month. When the application is complete and submitted to the Administrator the project will be included in the next scheduled hearing. The applicant shall notify neighbors per DRC regulations using the DRC hearing date provided by the Administrator.

Hearing Date: _____

___ Applicant request for DRC meeting date must be received at least 10 days prior to meeting date

and include:

- Proof of notice to neighbors (certified mailing receipts or neighbor signature sheet).
- Completed Application packet for Administrator review.

___ Notice requirement waived in writing by DRC Administrator.

___ DRC confirms that the application is complete (if not, the application will be denied or continued)

___ DRC requested additional information

Additional information requested:

___ Application continued to: _____ (hearing date)

- a date within sixty (60) days of date a complete application received by Administrator
- the applicant consents to the continuation and waives action by the board taken after the 60-day period.

Action by the DRC on Small Project

The DRC will take action at or after the hearing.

___ Approved

___ Approved with the following additional conditions:

- Road Impact Fee set in the amount of \$ _____
- Road Impact Fee, if required, received and Deposited- Date _____
- Performance Bond set in the amount of \$ _____
- Performance Bond- Received and Deposited- Date _____

___ Denied for the following reasons:
