

**DESIGN REVIEW COMMITTEE**  
**Telluride Ski Ranches Association**  
**Live Tree Removal Application & Checklist as of 3/23/2017**

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.

Regulations regarding live tree removal can be found in section 8 of the DRC Regulations. Please read this section carefully before submitting your application.

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 \_\_\_\_\_

Type of Application  Live Tree Removal Review

Project Description (include estimated total trees to be removed, how equipment will access the downed trees and the justification for the tree removal)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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](mailto:kurt@shugarscompany.com)

\_\_\_\_\_  
Owner or Agent Signature Date: \_\_\_\_\_

## **OVERVIEW OF DRC PROCESS**

### **Application for Live Tree Removal**

Date Application Complete: \_\_\_\_\_

\_\_\_ Application form

\_\_\_ Application fee as determined by the DRC Administrator:

\$50 for live tree removal application review.

### **PROJECT PLANS**

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

\_\_\_ One (1) 11" x 17" copies of a site plan provide a site plan of their lot denoting the approximate location of each tree to be removed from the lot.

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

\_\_\_ Five (5) 11" x 17" copies of a site plan provide a site plan of their lot denoting the approximate location of each tree to be removed from the lot.

\_\_\_ Each tree will be flagged at least one week prior to the DRC meeting and access will be granted to DRC members to perform an onsite inspection of the project.

\_\_\_ Schedule for completion.

### **DRC Hearing on Live Tree Removal**

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.

If the hearing date is more than thirty (30) days from the date the application is complete, then the Administrator will notify the applicant that additional time is needed.

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. A copy of the site plan with proposed trees to be removed will be include with the notice to each neighbor.

- Completed Application packet for Administrator review prior to meeting date.

\_\_\_ 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 Live Tree Removal**

The DRC will take action at or after the hearing.

\_\_\_ Approved

\_\_\_ Approved with the following additional conditions:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ Denied for the following reasons:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_