

BUILDING PLAN/PROPERTY IMPROVEMENT APPLICATION

(Submit 30 Days Prior to Filing with Summit County)

NEW HOME MAINTENANCE DEPOSIT = \$4,000.00

PROPERTY OWNER(S): _____

Address: _____ Zip: _____

Phone: Hm: _____ Work: _____ Cell: _____

GENERAL CONTRACTOR: _____ License # _____

Address: _____ Phone: _____

LENDER NAME: _____ Contact Person: _____

Address: _____ Phone: _____

1. Total Square Feet of dwelling, exterior addition, garage, or other structure.
Main: _____ Upper: _____ Lower: _____
2. Exterior Materials: _____
(Attach Samples of Paint Color, Siding Material, Roof Material, Facia, Stone/Brick)
Base: _____ Trim: _____ Accent: _____ Other: _____
Roofing Material: Mfg. _____ Weight: _____ Color _____
3. Building Setbacks: Front: _____ Back: _____ Sides: _____
(Elevation Drawings Must be Submitted (Refer to Section 103.g and h))
4. Retaining walls/retention walls: Materials: _____
(Show location, height, length & elevations at finished grade)
5. Explain where fill (excavation dirt) will be stored (show location on plot plan). Estimate total amount of dirt to be excavated. (If fill dirt will impact existing trees and native vegetation it must be removed and/or stored off premises.)
6. Briefly explain general landscaping plans. *Note-- If a landscaping plan is deemed to be required (Section 6.07 & 6.18) an additional security deposit, to be determined by the HCOA Board of Trustees, over and above the \$4,000.00 maintenance deposit will be required.*
7. Driveway: Finished Material: _____ % of Slope: _____
8. Start Date: _____ Completion Date: _____

Owner(s) Date Contractor Date

PROPERTY IMPROVEMENT APPLICATION

Complete Page 1 and the appropriate section below for approval of any exterior addition, change or alteration upon any lot. For remodeling of existing structures which will constitute expanded square footage (including new garages) or any property improvement structure, applicant shall submit a Property Improvement Deposit of \$4,000.00*.

1. ***Room Additions:** Submit all plans, including site plan, and complete Page 1.
(If any grade changes or retaining walls are planned, submit topo and show ELEVATIONS AT FINISHED GRADE)
2. **Patio Covers, Trellis, Deck, *Gazebo:**
Show materials, paint colors, height, size, location & setbacks. Complete Page 1 and submit plot plan. Are any neighbors impacted/affected by height, location, or lighting? If so, explain: _____

3. ***Garage, Storage Areas, Shed, or Other Out-Buildings:** (Materials, including roof, must match existing home) Complete Page 1, submit plot plan, show setbacks. Are any neighbors impacted/affected by such structure/improvement? If so, explain: _____

4. **Satellite Dishes:**
Show location upon lot in relationship to existing home and visual impact to adjoining neighbors.
5. **Paint (Repaint of Existing Structure:**
If a home is proposed to be repainted, attach paint chips for the following:
Base: _____ Trim: _____ Accent: _____ Other: _____
6. **Re-Roof:** (Attach Sample) Mfg. _____ Weight _____ Color _____
7. **Dog Run, Dog House:** Dog run must be placed so that it is not conspicuous from the street or adjacent neighbor(s). Show location of dog run and dog house on plot plan. (Section 6.16)
Materials: _____ Sq. Footage: _____
8. **Landscaping:** (Over 50% Lot Area) Check one or both. Front: _____ Rear: _____
Show all plantings and locations on an attached plan. (Refer to: Sections 6.07 and 6.18)
9. **Tree Removal:** Show locations, size, species of all existing trees slated for removal. Explain reason for removal: _____

10. ***Basketball Courts or Ball/Sports Courts, Play Structure, Spa/Pool:**
Show location, materials, height, size, and any proposed lighting. Are any adjacent neighbors and/or properties affected or impacted by such proposed structure(s)? _____

Any changes desired after plan approval by Board of Trustees must be resubmitted for further review. Please notify HCOA of any changes