



# CORDILLERA

## Design Review Board - Property Owner Application

### Application Type:

- New Construction:** The construction of any new structure
- Addition:** The addition of square footage
- Changes to Approved Plans:** Changes to plans previously approved by the DRB or the Administrator
- Modification:** Landscaping, Color change, Fencing (not adding Building square footage)
- Variance:** Deviation from Guidelines

### SITE INFORMATION

Street Address: \_\_\_\_\_ Neighborhood: \_\_\_\_\_

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Filing: \_\_\_\_\_

DESCRIPTION OF REQUEST: \_\_\_\_\_

**Property Owner:** \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Owner's Signature: \_\_\_\_\_

**Encalve Community, if applicable:** \_\_\_\_\_

**HOA's Approval Signature:** \_\_\_\_\_

**Architect:** \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**Primary Contact / Owner's Representative:** \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

- All seeking DRB approval must be current on all dues and/or fees related to DRB, Cordillera Property Owners Association or the Metropolitan District.
- Only complete applications will be accepted. No item will be scheduled for DRB unless an application and all required submittal items (as listed on the appropriate DRB Requirement Checklist) are received by the submittal deadline.
- Cordillera DRB approvals are valid for one year. If approval should lapse, an application, including all submittal requirements, must be resubmitted to the Community Resources Coordinator for review and approval.

### Checks payable to Cordillera Property Owners Association

#### For office Use only:

Date Received: \_\_\_\_\_ Rec'd by: \_\_\_\_\_

Pre-Design Date: \_\_\_\_\_

Sketch Date: \_\_\_\_\_ Fees Paid: \$ \_\_\_\_\_

Final Date: \_\_\_\_\_ Comp. Deposit Paid: \$ \_\_\_\_\_

Tech Review Date: \_\_\_\_\_ Comp. Refund Date: \_\_\_\_\_