



APPENDIX D

# *Single Family Residential Application*

Application date \_\_\_\_\_

Date of *DRB* Meeting \_\_\_\_\_ N/A \_\_\_\_\_

## **Type of Review**

- Conceptual Design Package    Final Design Package    Final Working Drawings  
 Modifications

1. Application will be accepted after all information and fees are provided. Please note that a complete application will streamline the approval process by decreasing the number of conditions of approval that the *DRB* may stipulate.

2. Fee must be submitted at time of application (see attached Design Review Board Application Fees). Please note that there is a fee required for Conceptual Design Review (or Pre-Conceptual Review), Final Design Review and Final Working Drawing review. No meeting will be scheduled until fees are received and drawings are submitted in accordance with the process listed on page 35.

3. Please contact the *DRB* staff regarding application questions.

## **Section I: Project Information**

**A. Name of Project:** \_\_\_\_\_

Project Description: \_\_\_\_\_

\_\_\_\_\_

### **B. Location Of Project:**

Legal Description: Filing \_\_\_\_\_ Homesite: \_\_\_\_\_

Other \_\_\_\_\_

Street Address \_\_\_\_\_

**C. Name Of Owner:** \_\_\_\_\_ Firm: \_\_\_\_\_

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

Email address: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

Authorized Representative of Owner: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Email: \_\_\_\_\_

**D. Name Of Architect:** \_\_\_\_\_ Firm: \_\_\_\_\_

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

Telephone: ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

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

***I have read and fully understand this document, and I agree to comply with the Aspen Highlands Village Design Guidelines, the Construction Activities and Compliance Deposit Regulation concerning construction activities and compliance deposit regulations of the Aspen Highlands Village Design Guidelines, the Master Declaration for the Aspen Highlands Village, the Aspen Highlands Village PUD, and the District Rules and Regulations. I understand that if a violation of the documents aforementioned occurs, I may be subject to a fine.***

\_\_\_\_\_  
Printed Name of Owner

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of *General Contractor*

\_\_\_\_\_  
Signature of *General Contractor*

\_\_\_\_\_  
Date

General Contractor employer: \_\_\_\_\_

General Contractor title: \_\_\_\_\_

General Contractor phone: Office: \_\_\_\_\_ Mobile: \_\_\_\_\_

General Contractor email: \_\_\_\_\_