

Raven Crest Homeowners Association, Inc.

P.O. Box 828 • Ridgway, Colorado 81432

Phone 970-626-4314 • Fax 970-626-4314

www.mountainmansionmanagement.net

mountainmansionmgmt@frontier.net

Design Review Board Submittal

Raven Crest is a master planned community. Conditions, Covenants, and Restrictions (CC&R's) are recorded with each lot to help protect property values and maintain desired lifestyles. All property owners are required to obtain written approval from the Raven Crest Design Review Board *prior* to making any changes, improvements or additions to the exterior of their property.

Please complete the form below and attach an accurate drawing of your Lot depicting the exact location of your proposal. These should include a site plan and an elevation showing the proposed location, dimensions, materials, and colors. Also, include color and material samples. Drawings or brochures of similar projects may also be submitted. Sufficient information must be provided to enable the Committee to understand your proposal and its potential impact in order to avoid unnecessary delays. All items submitted will be retained for the records of the Design Review Board.

Owner's Name(s) _____
 Mailing Address _____
 Subdivision Name _____ Physical address of property _____
 Home Phone _____ Business or Cell Phone _____
 Proposal _____
 _____ Work to be performed by: _____
 Estimated Start Date: _____ Estimated Completion Date _____

Please read and sign the statement below. **(Must be signed by the Homeowner before submittal will be reviewed.)**

My master and/or sub-association fees are paid and current.

I owe no liens and/or fines to the master and/or sub-association.

I will comply with all applicable City and State laws and obtain all required permits

I will maintain all improvements.

I understand and agree that:

- a. The Raven Crest Design Review Board will return a letter of determination to me after a review within thirty (30) days.
- b. No work shall commence until written approval of the Design Review Board has been received by me.

HOMEOWNER SIGNATURE _____ DATE _____

Please return the submittal form to the Raven Crest Homeowners Association for review.

Form Received:	Tracking Number:		
Sent to Committee:	Form completely filled out	YES	NO, form returned
Committee Recommendation and Date:	Board Approval Required		
<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Architectural Advisory Committee Comments:			
Board of Directors Decision:			
Board Signature:	Owner Notified:		

PLEASE SUBMIT A SKETCH OR DRAWING OF THE PROPOSAL IN THE SPACE PROVIDED AND INCLUDE ANY OTHER PICTURES, DRAWINGS OR OTHER INFORMATION THAT WILL HELP IN THE COMMITTEE'S REVIEW PROCESS.

SKETCH AREA

A large, empty rectangular box with a thin black border, occupying most of the page below the 'SKETCH AREA' label. It is intended for the submission of a sketch or drawing related to a proposal.