

Hole in the Wall Ranch
Site Development Application

HITWR Board President (1)

Date _____

OWNER APPLICATION:

- For Basic Design Approval
 For Variance (s)
 For Special Building Height (s)
(Check One or More)

Dear HITWR Board President:

Provided to you herewith are the following items and information appropriate to the above checked application (s) :

For Basic Design Approval (2)

- 4 complete sets of building and construction plans
 4 copies of a detailed site plan
 4 copies of a detailed grading, erosion protection, and landscaping plan
 4 sets of floor plans

For Variance (s) (3)

- 4 sets of (i) a written description of each specific variance sought and (ii) a plan showing each variance requested

Justification: hardship in that _____

Justification: to overcome practical difficulties in that _____

Justification: will not be materially detrimental or injurious to any lot owner because _____

Justification: will minimize developmental impact by _____

For Special Building Heights (s) (4)

- Site is/is not in a sensitive zone (scratch as appropriate)
 Story poles are now properly installed and ready to inspect
 Story poles will be properly installed by _____ (date) and then will be ready for inspection.
 4 complete sets of building and construction plans
 4 copies of a detailed site plan
 4 copies of a detailed grading, erosion protection, and landscaping plan
 4 sets of floor plans

Please review for completeness this information and these items; and if complete, please cause the Architectural Control Committee to start its process. If not complete, please call or write the undersigned owner as indicated below.

Very truly yours,

Owner (s), Lot ____ HITWR

Address :

Phone :

Email :

- (1) Call President or Secretary for correct address for President of Board of HITWR
- (2) See Covenant Section 5.4
- (3) See Covenant Section 5.6
- (4) See Covenant Section 4.13, 4.13.1, 4.13.2 and 5.4

ACC HEARING ON BASIC APPLICATION PROCESS

Approved 4/06/02

1. ACC Chair receives 3 sets of plans at his/her address of record.
2. ACC Chair in writing promptly makes a written call for an ACC meeting (for hearing and consideration of the application), within not less than 15 days nor more than 30 days next after the date of receipt of plans by the Board President or ACC Chair, whichever date is earlier and simultaneously gives written notice of this ACC meeting and hearing to all HITWR owners.
3. ACC meeting and hearing is cancelled in writing by the ACC Chair if the President (within 7 days of his receipt of the plans) notifies the ACC Chair that the plans are not complete. If not complete, the process stops. If complete, the process continues.
4. A finding by the President that an application (e.g. the plans) is complete is merely a finding that the basic raw ingredients are present so that the ACC may properly commence its work and deliberations. The President's finding of completeness is NOT a finding (a) that the owner's application and plans are accurate, (b) that the application and plans comply with the design standards and all covenants, (c) that the application and plans comply with any applicable governmental laws or regulations or (d) that the application should be granted by the ACC and not opposed by other HITWR owners.
5. Prior to the scheduled ACC meeting and hearing, the ACC or members thereof may meet in informal work sessions to analyze, discuss, and consider the plans and to decide if outside expert assistance may be required to assist the ACC and, if required, to seek the authority of the Board President to retain such. Meanwhile, the plans once submitted are public records and thus subject to inspection by any HITWR owner and his/her consultant and any public official.
6. At the scheduled hearing:
7.
 - a) the ACC shall first hear (orally and/or in writing) from the Owner Applicant(s) and from any expert or consultant retained by the Owner Applicant
 - b) next the ACC shall hear (orally and/or in writing) from any other HITWR owner and from any expert or consultant retained by one or more of the other HITWR owners..
 - c) next a period of rebuttal, if requested, shall be allowed.
 - d) Any member of the ACC may ask questions at any time of any person at the hearing, including without limitation, an expert or consultant retained by or for the ACC.
 - e) Finally, each ACC member may or may not, as each may choose, make any oral comments and express any views as to the application as are deemed appropriate.
 - f) The ACC may then take the application under advisement for later ruling in writing or may rule in writing at the conclusion of the hearing. The ACC written ruling, however, must be rendered within not less than 30 days next after the date of receipt of complete plans by the President or ACC Chair, whichever is the earlier date of receipt.
 - g) The written ACC decision shall either approve, approve upon specified and verifiable condition or conditions or deny, the application. If denied, the ACC shall specify reasons therefor and recommend changes that may be incorporated in the plans.
 - h) The ACC Chair shall, within a reasonable time following rendition of the ACC decision, provide to the applicant, to the Board President, and to the Board Secretary a true copy of the written decision of the ACC on the application. The ACC Chair shall keep a further true copy of the decision in the official files of the ACC.