

# ECC Landscape Improvement Application

Date of Application \_\_\_\_\_

Planned Start Date \_\_\_\_\_  
(within 90 days of Date of Application)

Planned Completion Date \_\_\_\_\_

Legal Description: Lot \_\_\_\_\_ Filing \_\_\_\_\_

Lot Address \_\_\_\_\_

Owner Name(s) (print) \_\_\_\_\_

\_\_\_\_\_

Owners Present Address \_\_\_\_\_

Owners Present Telephone (H) \_\_\_\_\_

(B) \_\_\_\_\_

## LANDSCAPE IMPROVEMENT REQUEST

Type of Improvement Requested:

Landscaping \_\_\_\_\_

Fence \_\_\_\_\_

Exterior Lighting \_\_\_\_\_

Other (explain) \_\_\_\_\_

## TRACT IMPROVEMENT DEPOSIT

To insure compliance with the Covenants and Guidelines, a deposit is required at the time of Improvement Application submission. The deposit will be refunded at the completion of construction provided the builder/owner has complied with the following:

### Deposit amounts:

House \$2000.00

Additional living space \$1000.00

Pool \$1000.00

Other buildings \$ 600.00

Miscellaneous \$ 400.00

All garbage and waste materials must be kept in a container (e.g. 8 x 12 x 4) to prevent debris from blowing away. Containers should be emptied frequently.

Careful attention must be given not to pile dirt and/or materials on adjacent lots or common areas. ALL VEHICLES AND EQUIPMENT MUST BE KEPT OFF ADJACENT LOTS AND COMMON AREAS. LOT OWNERS AND/OR CONTRACTORS WILL BE HELD RESPONSIBLE FOR ALL DAMAGES TO ADJACENT LOTS AND COMMON AREAS AND CHARGED FOR REPAIR OF THE DAMAGE.

The contractor and/or lot owner will have seventy-two (72) hours after notification to repair the damage or accomplish the clean up. After that period of time, the ECC will make arrangements to have the damage repaired and/or the clean up done and deduct the total expenses, including labor, from the tract improvement deposit.

Concrete trucks should be cleaned on the building site after delivery of concrete, NOT ON THE ROAD, BAR DITCH, ROAD RIGHT-OF-WAY OR ADJACENT LOTS.

Upon completion of the project, the ECC will inspect the area. If the premises are clean and all building materials and trash are removed, the net deposit shall be returned. If there are outstanding dues they will be deducted from the deposit. Please call an ECC member for this inspection.

All information for submission must be delivered to the ECC Point of Contact Person. The approval process will commence when all application requirements are met. The ECC has 30 days in which to approve or disapprove your application once all application requirements are met. After approval is granted, any substitutions and/or alterations must be submitted in writing to the ECC for approval prior to instituting such changes. For non-compliance with the Oak Hills Declaration of Covenants, Conditions & Restrictions and the Oak Hills ECC Guidelines, construction will cease until the issue is resolved.

#### REQUIRED INFORMATION:

Complete pages 1, 3, 4, and 5. When a contractor will be involved in the project the Builders Packet Receipt is to be completed and returned to the ECC.

Attach Tract Improvement Deposit (see page 2). Make check payable to Oak Hills Owners Association, Inc.

Submit one complete plan of your detailed Landscape drawing. Please indicate the complete legal description on the plan. This plan will be retained by the ECC for reference. This plan does not have to be designer blue prints but it must be drawn to scale, orderly and legible.

Landscape Plan must show:

Pertinent existing structures i.e., buildings, driveways, patios, retaining walls, fencing, etc.

Existing trees and gamble oak.

New structure locations i.e., patios, retaining walls, fencing, walkways, gazebos, lighting, antennas, satellite dishes, flag poles, basketball hoops, play houses, swing sets, tennis courts, dog runs, hot tubs, pool, etc.

Areas to be paved include square footage

New vegetation

Total square footage to be irrigated

For fencing show setbacks from easements and property lines indicate footage

Some structures within the landscape design may require a separate Improvement Application. I.e. barn, garage, pool etc.

Construction Materials

Material Color

Lighting\* \_\_\_\_\_

Fencing\*,\*\* \_\_\_\_\_

Decking\*,\*\* \_\_\_\_\_

Gazebo\*,\*\* \_\_\_\_\_

Material Color

HotTub\* \_\_\_\_\_

Hard Surface \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\* Include picture or diagram

\*\* Include construction plan

CAUTION: ANY AND ALL SUBSTITUTIONS AND/OR ALTERATIONS IN THE ABOVE MUST BE SUBMITTED IN WRITING TO THE ECC FOR APPROVAL PRIOR TO INSTITUTING SUCH CHANGES. FOR NONCOMPLIANCE WITH THE COVENANTS AND GUIDELINES, CONSTRUCTION WILL CEASE UNTIL THE ISSUE IS RESOLVED.

Additional information Optional explanatory comments

Example: Landscaping will be done in two phases. Phase I (this year) grading, seeding and sodding, walkways. Phase II (next year) trees, shrubs and gazebos.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

General Information

There is to be absolutely minimal driving on the lot by heavy equipment, delivery trucks, etc. other than that area which of necessity will need final grading and is included in the landscape plans.

Because of frequent winds in our area, please deposit trash in a controlled area or container. Please keep construction site clean.

Douglas Countys Extension Service located in Castle Rock may be helpful to you in regard to selecting appropriate vegetation for our climate. They also offer a seedling program every spring. The shrubs and trees are either bare root or potted and are very reasonably priced.

I/We acknowledge that I/We do have a copy of the Oak Hills Declaration of Covenants, Conditions and Restrictions and the Oak Hills ECC Guidelines.

I/We give permission for an Oak Hills Owners Association ECC member to have reasonable access to the property and building exterior during construction. He/She will schedule a mutually convenient time in advance. The ECC member will be checking for compliance with the Declaration of Covenants, Conditions and Restrictions, the ECC Guidelines and the ECC approved plans.

If non-compliance is found I/WE am/are aware that construction relating to that violation must be terminated and I/we may be required to rebuild that part of the construction. When the issue(s) is/are resolved, construction may resume.

Approval by the ECC shall not be deemed to constitute compliance with the requirements of any local building codes and it shall be the responsibility of the owner or other person submitting plans to the ECC to comply with them. In addition, approval of the ECC shall not be deemed to be a review of the soundness of the structure.

The ECC has 30 days in which to approve or disapprove your application once all application requirements are met.

LOT \_\_\_\_\_ FILING \_\_\_\_\_

STRUCTURE (S) \_\_\_\_\_

DATE \_\_\_\_\_  
OWNERS SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_  
OWNERS SIGNATURE \_\_\_\_\_

BUILDERS PACKET RECEIPT  
ACKNOWLEDGEMENT

This is to acknowledge that I have received the Oak Hills Owners Association, Inc. Builders Packet. I agree that I have read or will read the material in the packet, will communicate it to any subcontractor and will comply with the Oak Hills Declaration of Covenants, Conditions & Restrictions, and the Oak Hills ECC Guidelines.

\_\_\_\_\_  
DATE COMPANY NAME (please print)

\_\_\_\_\_  
LOT OWNER (please print) OWNER OR OFFICER OF COMPANY

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

BUILDERS PACKET

Dear Builder,

Oak Hills is continuing to develop into a highly desirable low-density rural residential community. Like in most areas of Colorado the ecological balance is quite delicate and plant restoration often takes many years. For that and other reasons as stated in our Covenants, we have established some guidelines for those working in our community.

Enclosed in this packet are:

The Oak Hills Declaration of Covenants, Conditions &

Restrictions

The Oak Hills ECC Guidelines

A Builders Information Sheet

An Acknowledgment of Receipt of Builders Packet

The receipt must be returned to the ECC before the ECC can approve the building process. Please return it to your client as soon as possible and they will submit it with their application for building.

If you have any questions please contact an ECC member.

## BUILDERS INFORMATION SHEET

Castlewood Fire Department 303-799-3720  
Swedish Medical Emergency Center 303-789-6611  
St Anthony Flight for Life Dispatch 303-629-3900  
Douglas County Sheriff 303-660-7500

Rules for Contractors and Sub-Contractors:

A fire extinguisher is to be kept on the site during the building process.

Once the well pump is installed and running water is readily available, a long hose is to be kept on site as a fire fighting precaution.

There is to be absolutely minimal driving on the lot other than on one marked driveway. Under no circumstances is any vehicle to encroach onto another lot. Parking of employees is preferred on the driveway or area that will of necessity need final grading. The grassland is not a field! It is delicate vegetation.

ALL SUBCONTRACTORS ARE TO BE SIMILARLY NOTIFIED.

To keep the site clean and prevent scattering of trash by natural causes, all trash and/or scraps are to be deposited in a dumpster or placed within a fenced area.

The Homeowners Tract Improvement Deposit states: "The contractor and or lot owner will have seventy-two (72) hours after notification to repair any damage or accomplish any clean-up. After that period of time, the ECC will make arrangements to have the damage repaired and or clean-up done and deduct the total expenses, including labor, from the Tract Improvement Deposit."

Cement trucks must be cleaned on site in the immediate area of construction or outside Oak Hills.

Any pets brought onto the construction site by contractor, employees, etc. must be kept on the immediate site.

NOTE: Failure to comply with these rules may cost your client some or all of their building deposit.