



## DESIGN REVIEW APPLICATION – PARK STRIP

This application can be used for landscape modifications such as:

- Trees, shrubs, plants, mulch, etc.
- Edging (metal or composite)
- Rock (if used in adjacent landscaping)
- Brown or black wood mulch

Board-approved park strip designs are available on the Design Review page of our website.

### Required Checklist for a Landscape Application

***Applications are not considered complete and will not be reviewed by the Design Review Committee until each checklist item below has been received.***

- Application form for landscape modifications (attached) completed and signed.
- Pictures of proposed areas to be modified as well as wide-angle pictures of lot/home.
- Site plan showing dimensions of your lot, home, setbacks, driveway, grading, etc.
  - Legend that labels each planting with symbol, name, sizes and quantities in a clear and concise manner.
  - Must be drawn to scale with north arrow shown.
  - Identify exact area of modifications and include dimensions.
  - Label adjacent properties (i.e.; common area, park, residential houses, or street.)
  - Indicate all proposed and existing elements (plants, boulders, hardscape, and/or ground cover).
- Photo example of proposed modification along with material sample/pictures, dimensions and material descriptions.
- Blue Stakes inspection and photo of any public utility easements.
- All improvements comply with Daybreak's Resident Design Guidelines.

\_\_\_\_\_ **Initial if all above items are complete and included in the application submission.**

#### Please Note:

- All approvals are valid for one year. If your approval expires before your modification is completed, you will need to submit for an extension or re-submit your application.
- With your approval letter you will receive an approval permit to post in your front window during installation of your modification. Once your modification is complete, please sign and return along with photos of the completed project to the Daybreak Community Association office.

## DESIGN REVIEW APPLICATION FORM – Park Strip

**This application can only be submitted after an in-person or phone consultation with one of our staff members. Please contact one of the following for an appointment:**

(801) 254-8062 | VAnderson@ccmcnet.com

Notification of the Design Review Committee's decision will be given to homeowner within **30 business days** after receipt of all required information.

### Owner Information

Date: \_\_\_\_\_

Name: \_\_\_\_\_

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

Daybreak Property Address: \_\_\_\_\_

**Start Date: (month/day/year)** \_\_\_\_\_ **Completion Date:** \_\_\_\_\_

Plat & Lot # \_\_\_\_\_ Corner lot \_\_\_\_\_ Are you a tenant? \_\_\_\_\_ Are you the owner? \_\_\_\_\_

### Type of Home:

Condo \_\_\_\_\_ Townhome \_\_\_\_\_ Sub-Association name for secondary approval \_\_\_\_\_

Single Family \_\_\_\_\_ Is this a resubmission? \_\_\_\_\_

### Description of Modification:

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### Contractor (if any) Name & Phone #:

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### Submittal Acknowledgement

The submittal of this application does not constitute approval of the proposed plan. Written **notification of the Design Review Committee's decision will be supplied to the Homeowner within 30 business days after receipt of all required information.** Construction must not begin until the Committee has approved the plans in writing. As the Homeowner, I have read and understand Daybreak's Design Guidelines, Landscape Planting Requirement and applicable Governing Documents concerning design and construction in Daybreak. As Homeowner, I acknowledge that the persons reviewing the plans and specifications will change from time to time and that opinions on aesthetic matters, as well as interpretation and application of these guidelines, may vary accordingly. In addition, I acknowledge that it may not always be possible to identify objectionable features of proposed improvements until the improvements have been completed, in which case it may be unreasonable to require changes to the improvements involved. However, the Committee may refuse to approve similar proposals in the future. Approval of application shall not constitute an approval, ratification or endorsement of the quality or architectural or engineering soundness of the proposed improvements and neither the Committee nor the Board shall have any liability for any defects in the plans, specification or improvements. I agree to pay any costs incurred by the Association if I fail to meet the standards established by the Committee and the Board of Directors.

\_\_\_\_\_ Homeowner's Signature \_\_\_\_\_ Print Name

Mailing Address if Different than Property Address:

\_\_\_\_\_

I hereby certify that all modifications will be installed **as approved** by the Design Review Committee \_\_\_\_\_  
Initials

I understand this application is not complete until I meet with an Association staff member. \_\_\_\_\_  
Initials

**PLEASE DO NOT WRITE BELOW THIS LINE**

#### ACTION TAKEN BY COMMITTEE

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

- Approved** (Request submitted is approved)
- Approved as Noted** (Application conditionally approved subject to noted conditions)
- Not Approved - Additional Info Needed** (Resubmit application with additional information or acceptable revisions. No work may commence until application receives final approval)
- Not Approved** (The entire request is not approved and no work may not commence)

#### COMMENTS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Check if attaching additional comments or conditions.

Received By: \_\_\_\_\_ Date: \_\_\_\_\_  
Association Staff

Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_  
Committee Member

Sub-Association: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_  
Townhome/Condo Signature