

It is highly recommended that you notify any adjoining or nearby property owners that may be affected by your project of your project prior to submitting your project application to the GLA Board.

The GLA Board review process is comprised of two events:

(1) Preliminary approval before beginning the project:

Annual GLA parcel Assessment dues must be current prior to submitting your application, and prior to your project being considered for approval.

Complete, written Project Application plans, with appropriate drawings, must be submitted to the Project Review Committee members of the GLA Board for preliminary project review at least 2 weeks prior to the next scheduled GLA Board Meeting, for consideration by the Board at that next meeting. If the Project Review Committee members do not receive a complete application prior to 2 weeks before the next scheduled GLA Board Meeting, the project will not be presented to the Board for consideration until the following (next) meeting. Any revision to the plans prior to Board consideration, must be submitted in writing and the revision may reset the clock on when the project can be presented to the Board. You must allow the Project Review Committee a full 2 weeks' time period for review of project or any changes.

To ensure the Project Review Committee review process completes within 2 weeks, we require the landowner to: 1) stake out your property corner boundaries and flag them; 2) ensure you project and property boundary lines are adequately marked to enable checking setback requirements; 3) stake out the actual location of your project footprint, both corners and sidelines; 4) try to make a good drawing of an overview of your parcel, showing any existing structures with the distances of your new project from existing structures and from your parcel boundaries (property lines); and 5) obtain a current copy of your parcel's Department of Environmental Quality (DEQ) report from Park County.

The project may be given Preliminary Approval with or without conditions, or Disapproval. Project Approval may be dependent on the impact of your project on your neighbor's view shed. Reference Master Plan 2.0 Building Placement requirements and 2.1 the View Shed paragraph.

(2) Final approval at the completion of the project:

After the project has been completed, the applicant will request Final Approval by submitting the *Application for Final Project Approval* to the GLA. A member of the Project Review Committee will verify that the conditions of preliminary approval have been met, and if so, the Construction Bond will be re *Funded*.