

Ranch Place Homeowners Association
Architectural Committee Review Procedures
1001 Cutter Lane
Park City, UT 84098
Phone 435.640.1150
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manager@ranchplacehoa.org

Architectural Review Fees

- New Home Review: \$300
- Any Review of Plans to Increase Interior or Exterior(decks) Living Space: \$50
- Exterior changes where there is no increase in interior floor space such as adding a window or landscaping: \$25

For Exterior Changes (i.e. adding a window, a deck or landscaping or re-roofing) – Submit Architectural Review Application Form, drawings such as elevations and site plans showing the work to be done, color samples and review fee

For Exterior Color Changes. Submit color samples and Architectural Review Application Form.

For New Homes and Remodels, submit the following:

1. Architectural Review Application Form
2. Preliminary Plan Review. It is recommended that a preliminary plan be submitted before the expense of final construction drawings is incurred.
3. Final Review. For new homes and remodels, a paper set of house plans in ¼" equals 1' scale and a site plan in 1" equals 10' with sufficient detail to show the location on the lot of the exterior walls of the Dwelling and all other structures to be built with it; detailed drawings of all elevations of all buildings showing locations of windows, doors, roof pitches, decks and other exterior elements; and a landscaping plan showing landscaped areas, fences (including fence design), driveways, walkways, patios, decks and other hard surfaced or irrigated areas and the areas to be disturbed by construction and the means of restoring those areas. In addition, please provide an electronic copy of the plans (pdf).
4. Architectural Review Materials and Color Table
5. Architectural Review Checklist

All the requirements listed above must be delivered to the Committee and the review fee paid in order for the submittal to be complete. Within 15 days of a complete submittal consisting of the items listed above, the Architectural Committee will review plans and make an initial determination whether or not the plans submitted comply with the conditions imposed by the Declaration. If the Architectural Committee has not approved or rejected any submission within 45 days after payment of the review fee and submission of complete plans, the submission is deemed to have been disapproved.

When you are nearing completion of your home design, you should contact the Architectural Committee using the contact information above. Please provide a copy of the Summit County final inspection and occupancy permit. We would like to move through the Architectural Review process as quickly as possible so communication is important.