

**RIVER ROCK PROPERTY OWNERS ASSOCIATION**

**Architectural/Landscape Review Form**

Please complete this request form prior to changes of architecture and/or landscape. All covenants apply. Incomplete applications will result in a delay.

Name of Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Property Address of Construction: \_\_\_\_\_ Mailing Address: *(if different)* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Email Address: \_\_\_\_\_

Description of Improvements: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**River Rock Covenants, Article VIII-Architectural Controls**

Include sketch or design plans with your application utilizing graph paper included.

I understand and agree that:

1. No work shall commence until written approval from the Architectural Review RRPOA Board of Directors has been received.
2. I understand approved plans cannot be altered during construction. A change request form will need to be submitted for approval before commencing with amended construction plan. (Change Request Form can be obtained from the office or website.)
3. All Applicable Covenants Apply (available online [www.riverrockpoa.org](http://www.riverrockpoa.org))

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



Completion Date: \_\_\_\_\_  
(Not to exceed 12 months from approval date)

SIGNATURE: \_\_\_\_\_  
Property Owner

\_\_\_\_\_  
Date

**Material to be included for Project Review:**

1. Complete page 1 by providing all requested information. Sign and date.
2. Utilizing the graph paper provided, the landscape key below, and the sample drawing to draw the footprint of the property being reviewed.
  - a. Label the property address at the top of the plan.
  - b. Draw and label all four property lines with the words “property line” and dimensions. The review committee is only permitted to approve you to build within your property lines. It is the property owner’s responsibility to locate the properties platted property lines.
  - c. Draw and label any sidewalks, streets, or alleys. Alley asphalt should be 18’ wide with 6’ easements on each side; this is the 30’ alley easement and will not be used for anything other than the alley.
  - d. Draw the location of house, garage, buildings, accessory structures, sheds, patios, decks. Indicate the distance (setback) from the property line to each structure.
  - e. Using the symbols from the key that is provided below please clearly indicate the following items:
    - i. Any existing or proposed fences including dimensions and details as to length, height, location and materials.
    - ii. The location of the approved boulevard trees.
    - iii. The approved yard light.
    - iv. Draw any existing or proposed landscaping structures.
    - v. Indicate any existing or proposed trees or shrubs.
    - vi. Indicate any gravel recreational equipment parking areas or any additional concrete or asphalt vehicle parking areas.
3. Complete the Checklist by initialing each item and completing requested details.
4. Corner properties please refer to the placement in the River Rock Zoning Regulation for Visibility of Intersections, Section 12.14. (There is a link on our website: [www.riverrockpoa.org](http://www.riverrockpoa.org))

Landscape Key	
Existing Fence	//////////
Proposed Fence	XXXXXXXXXXXX
Trees	
Yard Light	

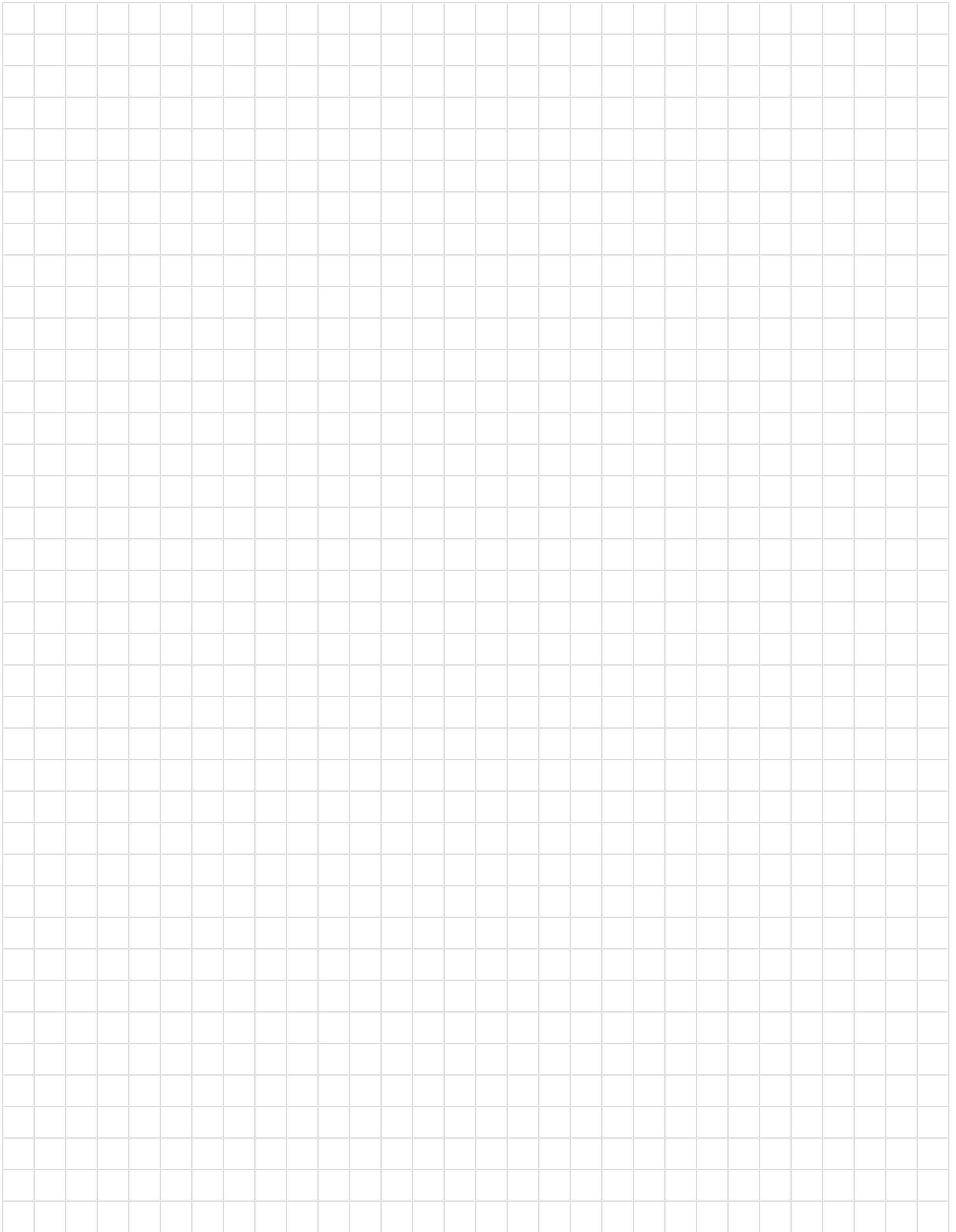
**Note:**

**\*\*If you are proposing to add a new structure, i.e. garage, shed, deck, pergola etc. you will need to obtain a Gallatin County Land Use Permit by contacting the Gallatin County Planning Office at 406-582-3130. If your structure requires a land use permit, you will need to submit the approved LUP with this form for final approval. If you are unsure if your project requires an LUP, please contact the Gallatin County Planning Office.**

**\*\*If you have a condo or townhome association, you will need their written approval prior to submitting this form for final approval.**

**\*\*The architectural landscape review committee will only approve your project if it is submitted on this form with the requested information. If you alter your plans, please submit a change order.**

Property Address:



Architectural/Landscape Application Checklist

Did You...?	Applicant Initial	N/A	CEM Initial	Requested Details
<b>Complete and sign the Architectural Landscape Application Form</b>				
<b>Sketch a plan of the entire property</b>				
<b>Label the location site address</b>				
<b>Clearly mark property lines with dimensions and any easements</b>				
<b>Indicate location and type of required boulevard trees and approved light post</b>				
<b>Indicate on Sketch Plan Existing Structures &amp; Improvements including Dimensions and Materials</b>				
Decks/Porches				
Sheds				
Driveways				
Parking Pads				
Garages				
Fences				
<b>Indicate Proposed Structures &amp; Improvements</b>				
Dimensions & Location on Sketch Plan				
Use of Structure or Improvement				
Materials to be used for project				
Color of finished structure				

**SETBACKS:**

**ACTUAL**  
(As shown on sketch plan)

**MINIMUM**  
(As required by zoning regulations)

Front Property Line: \_\_\_\_\_

\_\_\_\_\_

Rear Property Line: \_\_\_\_\_

\_\_\_\_\_

Side Property Line: \_\_\_\_\_

\_\_\_\_\_

Street Side Property Line: \_\_\_\_\_

\_\_\_\_\_

<b>For Office Use Only:</b>	
<b>River Rock Zoning Area</b>	
<b>River Rock Architectural Control Area</b>	

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

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

.....  
**THIS AREA TO BE COMPLETED BY ARCHITECTURAL REVIEW RRPOA COMMITTEE ONLY.**

**APPROVED BY COMMITTEE**

DATE: \_\_\_\_\_

**DISAPPROVED**

Incomplete Submittal

Require Additional Information: \_\_\_\_\_

**CONDITIONAL APPROVAL**

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

**It is the property owners' responsibility to know where their property lines are and maintain proper setbacks per covenants and local zoning.**

**ARCHITECTURAL REVIEW RRPOA BOARD SIGNATURES:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**COPY TO OWNER  
ORIGINAL TO RRPOA FILE**