



**DESIGN CONTROL COMMITTEE  
MERIDIAN INTERNATIONAL BUSINESS CENTER**

**APPLICATION FOR PROJECT REVIEW**

Project Name: \_\_\_\_\_ Parcel/Tract/Lot/Ref No.: \_\_\_\_\_

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

**Submittal Phase:**

- Sketch General Development Plan
- Schematic Design
- Site Plan
- Site Construction Documents
- Construction Logistics/ SecurityDeposit
- Architectural Review
  - Design Development
  - Construction Documents
- Certificate of Compliance
- Appeal

**Minor Modification:**

- Building
- Landscape
- Signage
- Lighting
- Telecommunication
- Construction Logistics Update

**Attached Plan References:**

Date: \_\_\_\_\_  
 Prepared By: \_\_\_\_\_  
 No. of Sheets: \_\_\_\_\_  
 Project No.: \_\_\_\_\_  
 Revision Date: \_\_\_\_\_

**Site Coverages:**

	Area (sq.ft.)	(%)
Building / Structure (40% max)	_____	_____
Parking (40% max)	_____	_____
Open Space (30% min)	_____	_____
<b>TOTAL</b>	_____	_____

**Please fill out applicable sections below:**

**BUILDING:**

- Office     Retail     Restaurant     Hotel     Multi-Family     Other     Totals

Gross Floor Area:\* \_\_\_\_\_  
 Net Floor Area:\* \_\_\_\_\_  
 Units: \_\_\_\_\_

\*Use zoning definitions in Denver; ACC definitions in Greenwood Village

**PARKING:**

- Structured    Surface    Handicap    Carpool    Bike    Total

Number of Spaces: \_\_\_\_\_

**LANDSCAPE:**

- Deciduous    Ornamental    Evergreen    Shrub    Flower    Turf  
 Trees (50%)    Trees (25%)    Trees (25%)    Areas    Areas    Areas

Number: \_\_\_\_\_  
 Percentage: \_\_\_\_\_  
 Size: \_\_\_\_\_

**SIGNAGE:**

**Temporary**

Type:  Announcement     Lease     Directional     Event  
 Number: \_\_\_\_\_  
 Size: \_\_\_\_\_

**Permanent**

Type:  Monument     Bldg Mounted     Directional  
 Number: \_\_\_\_\_  
 Size: \_\_\_\_\_

**APPLICANT CERTIFICATION:**

I hereby attest that I am either an owner or a legally-designated agent of the owner and that the information contained in this application is true and correct; and further acknowledge that any approval action by the DCC based on inaccurate or incomplete information may be cause for invalidation of said approval.

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



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**FORM 2**  
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**APPLICATION FOR PROJECT REVIEW  
APPLICANT CONTACT INFORMATION**

**Owner/Developer:** \_\_\_\_\_

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

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

**Architect:** \_\_\_\_\_

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

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

**Landscape Architect:** \_\_\_\_\_

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

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

**Civil Engineer:** \_\_\_\_\_

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

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

**Contractor:** \_\_\_\_\_

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

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

**Building Management:** \_\_\_\_\_

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

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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



FEE SCHEDULE

New Development:

Commercial:	Building Floor Area		
	Up to 20,000 gsf	20,001 to 100,000 gsf	Over 100,000 gsf
Sketch General Development Plan	\$500	\$1,000	\$1,500
Schematic Design	\$1500	\$2,500	\$3,500
Site Plan	\$500	\$500	\$500
Site Construction Documents	\$500	\$1000	\$1500
Architectural Review	\$1000	\$1500	\$2000
Architectural Design Development	Included	Included	Included
Architectural Construction Documents	Included	Included	Included
Construction Performance Security Deposit	\$10,000	\$25,000	\$50,000
Certificate of Compliance:	\$500	\$500	\$500

Site Modifications:

Signage			
Lease Sign		\$100 Annually	
Temporary		\$50	
Permanent		\$500 comprehensive signage program	No fee for subsequent submittals that do not require an adjustment to the comprehensive sign program.
Minor Modification:		\$250 to \$2,500 depending on complexity	
Telecommunications		\$500 per application	

Certificate of Compliance: No Fee for requests due to property sale, transfer of ownership, etc.

The DCC from time to time may establish fees for unique submittals.

Violations:

Commercial (including apartments):	:	
First Notice	\$100 fine + remediation	
Second Notice	\$200 fine + remediation	
Third Notice	\$500 fine + accrual at \$100 a day, up to \$10,000 + remediation	
Public Record Notice of Violation	Up to \$10,000 total	

\* Includes single family, duplex, condominiums and townhomes, but not overall complex violations. Fines are progressive but not cumulative.

Written Review Only:	\$500	Written Review Only:	\$25
Full Committee Presentation/ Hearing:	\$2500	Full Committee Presentation/ Hearing:	N/A