Advance Metro District Services
Moving Communities Forward

DESIGN REVIEW REQUEST

Please review your architectural guidelines and submit detailed drawing(s)
to scale showing placement, materials, and dimensions.
Incomplete submissions will not be reviewed and will delay the approval of your application.
It may take up to 30 days for your application to be processed and approved.*

Please submit via one of the following methods:
Email: clientservices@advancemetro.com
Owner website: www.advancemetro.com/homeowner > 'ARC Plans' under Account Info > Add New
Mail: Advance Metro District Services | P.O. Box 370390 | Denver, CO 80237
Fax: 303-495-5895

Community:
Property Address:
Owner Name:
Email:
Phone:

Project Type			
☐ Addition	☐ Deck Installation	☐ Exterior	☐ Fence
☐ Garden	☐ Hardscaping	☐ Landscaping	☐ Paint
☐ Other:		Completion Date:	

Description of Project *Include diagrams, pictures, colors, drawings, brochures, types of materials, dimensions, or other information that will be helpful to understand your request.*

I understand that approval of the District is required in advance to proceed. I also understand that the approval does not constitute approval of the local City/County building departments and that a Building Permit may be required. I agree to complete all proposed improvements promptly after receiving approval. I understand that any change in drainage and elevation must not negatively impact neighboring properties. I understand that any change in drainage and elevation may affect builder warranties and are not the responsibility of the District and must contact the builder directly for verification.

Date: _____ **Signature:** _____

*** Approval time period can vary depending on your community. Please refer to your Governing Documents.*