

3.0 Submittal Forms and Checklists

The following submittal form must be included with all submittals to the DRC.

3.1 Centerra/Millennium Design Review Committee DRC Submittal Cover Sheet

This submittal form is to be completed, attached to the front of the items being submitted for review and submitted eight (8) working days prior to the DRC meeting at which the Applicant wishes to have the project formally considered. The designated submittal to which this form relates should be marked in the appropriate space below. Questions concerning this form should be directed to the DRC Senior Manager, Wendi Cudmore, at 970.776.4031.

Project Name: _____	Type of Submittal: (Check which applies) <input type="checkbox"/> Preliminary Sketch Concept Conference
Date Submitted: _____	<input type="checkbox"/> Schematic Design
Site Owner/Developer: _____	<input type="checkbox"/> Design Development
Contact Person: _____	<input type="checkbox"/> Construction Documents
Telephone Number: _____	<input type="checkbox"/> Certificate of Compliance
Fax Number: _____	<input type="checkbox"/> Signage
Email Address: _____	<input type="checkbox"/> Tenant Improvement
Property Address: _____	<input type="checkbox"/> Other

By my signature below as an authorized agent of the Owner/Developer, I hereby authorize the Contact Person noted above to submit this application for review:

Signature of DRC Applicant

Printed Name of DRC Applicant

Title

3.0 Submittal Forms and Checklists

The following submittal form must be included with all submittals to the DRC.

3.2 Centerra/Millennium Design Review Committee DRC Submittal Contact Information

The contacts you provide on this form will be notified of DRC Decision Letters

Developer: _____
Address: _____

Telephone #: _____
Fax #: _____
Contact: _____
Email Address: _____

Contractor: _____
Address: _____

Telephone #: _____
Fax #: _____
Contact: _____
Email Address: _____

Owner: _____
Address: _____

Telephone #: _____
Fax #: _____
Contact: _____
Email Address: _____

Civil Engineer: _____
Address: _____

Telephone #: _____
Fax #: _____
Contact: _____
Email Address: _____

Architect: _____
Address: _____

Telephone #: _____
Fax #: _____
Contact: _____
Email Address: _____

Construction Superintendent: _____
Address: _____

Telephone #: _____
Fax #: _____
Contact: _____
Email Address: _____

Landscape Architect: _____
Address: _____

Telephone #: _____
Fax #: _____
Contact: _____
Email Address: _____

Other: _____
Address: _____

Telephone #: _____
Fax #: _____
Contact: _____
Email Address: _____