



GRAND ELK OWNERS ASSOCIATION

Design Review Board

VARIANCE APPLICATION

(Request a WAIVER from the Design Regulations & Guidelines)

This Application will be accepted for review when ALL information is provided, ALL fees & deposits are paid and upon verification Applicant/Property Owner is current on ALL Grand Elk Owners Association assessments, levies and/or fines.

FEE \$100.00

INSTRUCTIONS TO PAY FEE: Email: drbchair@grandelk.com to request fees & deposits be posted on the owner's portal. In the email, please state your name, lot, address and Variance Application

TO BE COMPLETED BY APPLICANT. PLEASE FILL IN PDF FORM OR PRINT CLEARLY.

Date	Lot & Village	Email
Property Address		
Owner		Phone
Builder		Phone

VARIANCE REQUEST: Describe in narrative detail the specific waiver/variance requested from the Design Guidelines. List the reasons the variance is requested, how it will not detract or negatively impact the subdivision and list specific actions that will mitigate any impacts created by the variance.

Attach additional information, narrative or graphic, which helps further to explain the nature of the request and why it should be granted.

The applicant will be notified of any additional fees relative to the time involved with the review of this request. Requests will be considered on a case-by-case basis. The fee provided to the GEDRB in regard to the review of the request, regardless of the outcome, shall be borne by the applicant. This fee is in addition to the standard Design Review Fee.

Save form and label file with last name, legal description and what is shown in the file. Example: “**Jones L 72 Arrowhead Variance**”
Email application and required files to drbreview@grandelk.com.

STATEMENT OF RECOGNITION

I have read, understood and affirm that I will comply with the Grand Elk Ranch & Club Design Guidelines and Regulations concerning the guideline parameters and procedures for the design and construction processes at the Grand Elk Ranch & Club. I acknowledge that a Final Inspection & Release Letter is required to apply and obtain a Certificate of Occupancy from the Winter Park Building Department. I further acknowledge that I have authority to sign on behalf of the corporation/company if the owner and/or builder are a corporation/company. I further acknowledge that all fees and deposits are paid in full and all parties signing are current on all Grand Elk Owners Association assessments, levies and/or fines.

PROPERTY OWNER SIGNATURE _____

DATE _____

BUILDER SIGNATURE _____

DATE _____