

## FIRST AMENDMENT TO THE DESIGN GUIDELINES AND PROCEDURES

Effective Date: \_\_\_\_\_

The Design Guidelines and Procedures for Telecam/Illium Park (“**Guidelines**”) are hereby amended by The Telecam/Illium Park Association, Inc., a Colorado nonprofit corporation (“**Association**”). The following section is included in the Guidelines and shall supplement existing provisions included in the Guidelines. In the event of a conflict between the Guidelines and this First Amendment, the provisions included in this First Amendment shall control:

1. **Submission of Application.** An Applicant must submit its application, including all supporting materials required by the Guidelines and other governing documents to the Association, along with the required application fees, sufficiently in advance of a potential date for the Board's design review meeting date on the application so that the Association can review the submission for completeness. An Applicant is encouraged to submit a complete Application to the Association well in advance of an anticipated meeting date. The Applicant shall submit electronic copies of the materials included in the Application in addition to paper copies otherwise required to be submitted by the Guidelines. The determination of completeness must occur not less than 15 business days before any hearing/meeting on the Application is scheduled and notice of the hearing is sent; this is to allow other members in the community to have sufficient time to review the application and provide comments on the Application at or before the Board's design review meeting date. If the Association determines that the Application is not complete and/or that any application fees have not been paid to the Association, the Applicant must provide the missing information before the Application will be scheduled for a hearing and notice (meeting the minimum 15 business day advance notice) is sent to other owners.

2. **Noticing and Hearing Requirements.** Once the Association has determined the application is complete and all required application fees have been paid to the Association, the Association shall advise the Applicant of the determination of completeness and may then schedule the Application for the Board's design review meeting date. The Association will provide the form of the written notice that the Applicant is required to send. The review of any Application shall only occur in the context of a duly noticed, open public meeting of the Association membership. The Applicant is responsible for timely and properly sending out notice of the Board's design review meeting date. The Owner shall send the approved notice by email or first class mail to the owner of any property within the Telecam/Illium Park subdivision that is located within 300 feet from the boundaries of the lot for which the application has been submitted, provided that the measurement of distance shall exclude the width of any intervening road ROW. The notice must be sent not less than 15 business days before the scheduled date of the Board's design review meeting date. The Association shall send an email notifying other owner to whom the Applicant was not required to send written notice of the scheduled hearing. The Applicant shall send a letter to the Association manager certifying that written notice to the required lot owners was timely provided. Copies of the notice shall be sent to the Association and post to the Association website.

3. **Flagging and Stakes.** At least five (5) business days in advance of the Board's design review meeting date, the Applicant is responsible for flagging trees proposed to be cut and clearly staking proposed building corners, driveway locations and any other element of the project or property determined by the Association.

### ADOPTION AND ENACTMENT BY THE ASSOCIATION

This First Amendment to the Guidelines has been duly adopted by the Association and is made effective as of the Effective Date.

The Telecam/Illium Park Association, Inc.,  
a Colorado nonprofit corporation

By: Josh Blakeman

Printed Name and Title: Josh Blakeman, DRB Chairman

**Signature:** Josh Blakeman  
Josh Blakeman (Apr 6, 2021 08:09 PDT)

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# 2021.2.19 First Amd.Design Guidelines

Final Audit Report

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