

**EXHIBIT C**  
**SADDLE RIDGE SUBDIVISION**  
**IMPROVEMENT REQUEST FORM**

**RETURN REQUEST FORM TO:**  
SADDLE RIDGE ARCHITECTURAL CONTROL COMMITTEE  
506 SHOSHONI STREET  
CHEYENNE, WY 82009  
PH: 307-634-8400 EXT. 100  
[Destiny@EdwardsDevelopment.com](mailto:Destiny@EdwardsDevelopment.com)

**LOT OWNER INFORMATION**

Name \_\_\_\_\_  Contact Person for Plans

Phone \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Email Address \_\_\_\_\_

**BUILDER INFORMATION** (If different from above)

Name \_\_\_\_\_  Contact Person for Plans

Phone \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Email Address \_\_\_\_\_

**SUBJECT PROPERTY**

Address \_\_\_\_\_, Cheyenne, WY 82001

Legal Description: Lot \_\_\_\_\_, Block \_\_\_\_\_, Saddle Ridge Subdivision, \_\_\_\_\_ Filing.

Home Design Description \_\_\_\_\_

Start Date \_\_\_\_\_ Estimated Completion Date \_\_\_\_\_

**LOT INFORMATION**

Does the proposed home match the designated lot type?  YES  NO

If "NO", explain "why" and "how" the proposed home will be made to work if it doesn't match the designated lot type.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PRIOR COMMITTEE APPROVAL REQUIRED.** No improvements shall be constructed or erected upon any lot within the subdivision until such times as the Architectural Control Committee has approved the plans and specifications that meet the minimum requirements set forth below and submitted to the ACC by the lot owner in the form and manner set forth herein. The Committee shall have sole discretion regarding interpretation of definitions as presented herein as applicable to lot improvements only and sole discretion regarding approval of proposed lot improvements. **Please indicate you have included the required information by placing a check mark in each box. All submissions to the Committee must include two (2) sets of illustrated plans and written specifications to include at a minimum:**

- A site plan; stamped and signed by a Wyoming licensed surveyor or engineer, illustrated to an appropriate scale, on either 8 ½" x 14", 11" x 17" or 24" x 36" plan sheets sizes, showing the location of the structure(s) to be constructed on the lot, the location and size of all driveways, sidewalks and paths, spot elevations on property corners, TOF (top of foundation), garage floor, 2' offset from house, and any elevation break points, drainage arrows across, throughout, around, and from any structures on such lot, easements and/or any other encumbrance specific to the lot, and any other improvements which are known to the applicant at the time of the submission;
- The floor plan(s) of the structure(s); illustrated to an appropriate scale on either 11" x 17" or 24" x 36" plan sheets sizes, with square footage of basements, main floor, addition floors and garage areas calculated and set forth separately, in writing, on the plan sheet;

- Structure elevation drawing(s); illustrated to an appropriate scale on either 11" x 17" or 24" x 36" plan sheets sizes, of the front, side(s) and rear elevations of all structure(s);
- Specification sheet; A description on the drawings or on a separate specification sheet of the type and with color samples of all exterior finishes including but not limited to doors, windows, wall treatments, trim, gutter and downspouts, stone/brick, and roofing material;
- Landscape Plan (which may be shown on the site plan); Illustrated to an appropriate scale, on either 8 1/2" x 14", 11" x 17" or 24" x 36" plan sheets sizes, showing all planned turf, trees, shrubs, fencing, irrigation, rock beds, Xeriscaping, and other landscaping improvements. Builder shall only use ACC approved landscape architect firms;
- Anticipated time frame for the construction of the proposed improvement(s).

**PLEASE INDICATE AND FULLY DESCRIBE THE STRUCTURES EXTERIOR IMPROVEMENTS PROPOSED**

(ADD ATTACHMENTS IF NECESSARY) Check box if applicable

1. EXTERIOR STONE/BRICK: STYLE: \_\_\_\_\_ COLOR: \_\_\_\_\_

2. SIDING TYPE: \_\_\_\_\_

3. EXTERIOR PAINT COLOR & #: BODY: \_\_\_\_\_ TRIM: \_\_\_\_\_ ACCENT: \_\_\_\_\_

ACCENT COLOR LOCATIONS: \_\_\_\_\_

4. WINDOW FRAME COLOR: \_\_\_\_\_

5. ROOF TYPE & COLOR: \_\_\_\_\_

**6. ALL BACKYARD FENCE SHALL BE 6' IN HEIGHT AND CONSIST OF ONLY WHITE VINYL MATERIAL THE LOT OWNER AND BUILDER ACKNOWLEDGE AND ACCEPT THE FOLLOWING:**

The ACC reviews submitted plans for compliance with the Declaration of Protective Covenants only. The scope of the ACC review does not include any review or analysis of structural, geophysical engineering or similar considerations, nor the improvement's compliance with applicable building, zoning and/or land use codes or regulations. The responsibility for all of which belongs to the applicant and the owner. The ACC expressly disclaims liability of any kind with respect to the improvements proposed herein. The owner is responsible for obtaining any permits, licenses, and/or approvals, which may be necessary to improve the property as proposed.

This ACC improvements approval form does not in any way grant variances, exceptions, or deviations from any setbacks or use restrictions. The owner is responsible for creating and maintaining positive drainage away from the proposed structure during and after the construction. No water drainage is to be delivered to adjoining lots.

Contractors will submit a certificate from their insurance carrier which establishes WJE, LLC, Edwards Development Company and Edwards Construction Inc. as additional insured parties on the current contractor's general liability policy for each house(s) and other improvements to be constructed in the subdivision. The buyer is responsible for the care and safekeeping of the new street and drainage improvements which are part of and serve the Saddle Ridge Subdivision. Said infrastructure improvements are new, undamaged, and are under warranty to the City of Cheyenne.

All owner(s) and builder(s) activities will be conducted in such a manner as to protect and keep said improvements in undamaged condition and will be responsible for repair or replacement of any damaged improvements to gain final acceptance from the City of Cheyenne. Owner(s) and/or builder(s) hereby accept responsibility for said street, drainage, and infrastructure improvements including areas adjacent to buyer and/or owner(s) lot. **Any change or deviation from the submitted approved plan(s) must receive committee approval.**

Signature of Lot Owner \_\_\_\_\_ Date \_\_\_\_\_

Signature of Builder \_\_\_\_\_ Date \_\_\_\_\_

**FOR ACC USE ONLY**

APPROVED       DENIED       CONDITIONALLY APPROVED

ACC SIGNATURE:

\_\_\_\_\_ DATE \_\_\_\_\_

COMMENTS OR CONTINGENCIES FROM ACC:     NONE     SEE ATTACHED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

REVIEW OF CONTINGENCY OR CONDITION COMPLETION (ACC USE ONLY)

APPROVED       DENIED       CONDITIONALLY APPROVED

ACC SIGNATURE:

\_\_\_\_\_ DATE \_\_\_\_\_