

# Before You Start Any Exterior Project – Get Approval First!

If you live in the Inspiration Metropolitan District (IMD), **all exterior changes**—such as landscaping, fencing, decks, lighting, etc. — require **written approval from the Residential Improvement Guideline Committee (RIGC)** before work begins. The committee has processed 518 applications so far this year and does a great job at reviewing all applications for compliance with the guidelines in a timely manner.

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## Why Is Approval Important?

### Protects Property Values

Keeps the neighborhood attractive and maintains home values by following community design standards.

### Legal Compliance

IMD’s Covenants and Colorado law require prior approval. Skipping this step can lead to violations, fines, and even legal action.

### Avoids Costly Mistakes

Unapproved work may need to be removed or redone at your expense if it doesn’t meet guidelines. If the committee denies your request for lack of compliance and you choose to appeal to the Board, please note that the District has adopted a resolution requiring an appeal fee of **\$500**. You can view the full resolution [here](#)

### Coordinates with City Requirements

District approval does not replace Aurora city permits—you may need both.

### Fair and Efficient Process

Design reviews applications within **45 days**. Approved projects must be completed within **6 months**, and a completion form filed.

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## Steps to Get Approval

### Submit your application online at:

<https://inspirationmetro.org/community/design-review/>

### Complete Submission Checklist

To ensure a smooth and timely review process, make sure your application includes all of the following:

- Completed Application Form  
Include detailed information about your project, such as:
  - Project type
  - Colors and/or materials
  - Plant types (include size at maturity)
  - Boulder sizes
- Official Plot Plan of Your Lot

- Improvement Plan

A copy of your plot plan showing all proposed improvements, drawn to scale.

-  Sample Images

Photos or product samples of all plants, materials, and products to be used.

- Site Photos

Photos of all areas where improvements are intended.

- Your goal is to take the image in your head and recreate it on paper (or digitally) for the Committee, so they understand how the finished product will look.

### **Next Steps**

Once submitted, your complete application will be reviewed by the Residential Improvement Committee.

*Review time: Up to 45 days. Faster decisions are common with complete submissions !*

How to Download Your Plot Plan (Aurora Residents)

1. Visit [https://www.auroragov.org/city\\_hall/maps/property\\_information](https://www.auroragov.org/city_hall/maps/property_information)
2. Enter your address in the top left search bar and press Enter
3. Scroll to "My Property" in purple and click
4. Scroll down to Public Document Search
5. Click Documents with this address
6. Find the most recent plot plan labeled:  
*Permit from Residential Master: Single-Family Detached Plot Plan Approved*
7. Click View and Save the file

### **Need Help?**

Please reach out if you have any questions about the process — we're happy to assist!

Email: [dara@amihoa.com](mailto:dara@amihoa.com) or [sharon@amihoa.com](mailto:sharon@amihoa.com)

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