

STAR VALLEY RANCH ASSOCIATION'S BUILDING PERMIT CHECK LIST

DO NOT bring your plans to the office until ALL forms are completed and your plans are completed according to this check list!

PLEASE NOTE: Below is a list of the most common reasons the Architectural Committee disapproves a building plan. The following items are commonly overlooked. To help the Committee approve your plans on the first review, please make sure you have the following items completed and checked off before submitting your plans.

- I have read and understand the Architectural Control Rules and Regulations. (Please remove and keep the copy of the Rules and Regulations that are attached.)
- I have attached a copy of the Lincoln County Waste Water Permit or evidence of application submitted such as a receipt from the Lincoln County Planning Office.
- I have enclosed three complete Plot Plans drawn to scale showing: all four set backs from property lines, water line and frost free hydrant, power and telephone lines and driveways. Location of propane tank if using propane.
- I have enclosed three complete sets of building plans drawn to scale with the four elevations shown including all **exterior colors, roof pitch, gable and pitch overhangs, and square footage of foundation.** (Please put the name of owner, plat and lot on the building plans.)
- I have noted on the plans: "Will be built per **"IRC/IBC 2006 Edition"**."
- I have attached a landscaping plan for the front yard only and a drainage site plan for the entire property showing water drainage onto and away from the proposed building.
- On page 3 of the Permit Request I have filled out the contractor's name, address and phone number, the estimated completion date and I have signed and dated the Permit Request.
- I have filled out all items on the Materials Description on page 4.
- I am prepared to pay the building review fee when submitting my request and plans.

Signature

Date

SVRA
ARCHITECTURAL BUILDING PLAN PERMIT REQUEST

NOTE: AS STATED IN THE RESPECTIVE DCCR'S FOR YOUR PLAT, APPROVAL TIME FOR THIS REQUEST MAY BE FIFTEEN (15) TO FORTY-FIVE (45) DAYS FOLLOWING SUBMITTAL.

Date: _____

TO: Architectural Committee
 Star Valley Ranch Association
 HC 62 BOX 7008
 Star Valley Ranch, WY 83127
 (307) 883-2669

FROM: _____(Owner's Name)
 _____(Address)
 _____(City, State, ZIP)
 _____ Plat _____ Lot _____
 (Telephone)

**1. The following construction is to be completed on the above lot:
(Please check one).**

- _____ New, private, single family residence.
- _____ Exterior change to existing structure.
- _____ Other : _____

2. The following must accompany this request:

- a. Three (3) complete Plot Plans (to scale) showing setbacks from property lines, septic system, water line and location of frost free hydrant, power and telephone lines and driveways. Please note location of propane tank on plot plan.
- b. Three (3) complete sets of building plans to scale with elevations shown from all sides, including all exterior colors, roof pitch, both overhangs and snow load. Plans submitted must be in compliance with the attached Rules and Regulations for Architectural Control. One of the above sets, after approval by the Architectural Committee, shall be kept on file by SVRA, the other two shall be returned to the owner for submittal to the Town of Star Valley Ranch, for the Planning and Zoning Board. **Please include on the plans that it will be built per "IRC/IBC", 2006 edition.**

- c. Landscaping plan for front yard only and a drainage site plan for the entire property showing water drainage onto and away from the proposed building and property.
- d. Completed Architectural Materials Description Form.
- e. A **NON-REFUNDABLE** building approval fee of \$150.00

3. **Special Requirements:**

- a. A minimum of 30 feet setback is required to the front property line in all plats. A minimum of 10 feet is required to the rear lines in plats 1-3, 5-10 and 20 (aka PC #4), and 30 feet in Plats 4, 11-18, 21 and 22. A minimum of 10 feet is required for sidelines in plats 1-3, 5-10, 12-16, and 20 (aka PC #4) and 12 feet in plats 4, 11, 17, 18, 21 & 22. In plats 4, 11, 17, 18, 21 & 22 all eaves, steps and porches shall be considered part of the building. In all other plats the eaves, steps and porches shall not be considered part of the building. Corner lots will have 30 feet setbacks on both street sides. No residential structure having a floor area, foundation, 1st floor, less than 750 square feet in plats 1-3, 5-10, 12-16, & 20. A floor area of 900 square feet is required in plats 4, 11, 17, 18, 21 & 22.
- b. It is the homeowners' or contractors' responsibility to receive a Building Permit from the Town of Star Valley Ranch Planning and Zoning Board before any activities or work can be done on the property. Each homeowner is encouraged to have a new survey of the lot to be sure of exact lines prior to beginning construction.
- c. Any change from the plans as submitted requires a new permit request and have committee approval prior to proceeding to construction or installation.
- d. Building on a golf course lot has inherent problems which will be born solely by the property owner, i.e. no nets, walls or fences to protect property from golf balls or trespass.
- e. No building having a width of less than 20 feet except in Plat (3) three, where it shall be 24 feet, at the minimum building setback line shall be erected or placed upon any lot.
- f. Exterior colors (earth tones) and external design must be harmonious in relation to other surrounding structures.
- g. House numbers assigned for each residence by the Lincoln County Planning Office must be displayed so as to be readable from the street.

4. If these plans are approved, I also agree that:

a. A copy of the SVRA permit, the Town of Star Valley Ranch permit, and Lincoln County Waste Water permit (if applicable) shall be displayed at the front of my lot before any site work or construction work commences and shall remain posted until the project is complete.

b. All building sites shall be maintained, clean and free of all debris at all times and shall be disposed of by the owner outside of Star Valley Ranch. (Preferably at the county landfill). The architectural committee requires that either a vehicle dedicated only to debris removal or a dumpster be obtained and on site at all times during construction. (Dumpsters can be obtained by calling R & D sanitation -- 886-9645 or Valley Sanitation -- 886-9235).

c. Star Valley Ranch Association does not warrant or guarantee the accuracy or completeness of any drainage, site, or structural plans (including specifications) submitted to and approved by the Architectural Committee. Further, Star Valley Ranch Association does not warrant or guarantee that drainage, site, or structural plans (including specifications) submitted to and approved by the Architectural Committee are sufficient to compensate for seismic, drainage, snow-loads or any other risks associated with building within Star Valley Ranch.

d. I will not permit trespassing on or damage to neighboring lots.

1. Construction will be performed by:

_____ (Contractor's names, addresses and telephone numbers (or owners))

2. Estimated completion date: _____

3. **CERTIFICATION AND AGREEMENT OF OWNER:** As owner of the property, I have read and understand the Declaration of Covenants, Conditions and Restrictions, and Rules and Regulations (Architectural Control). I hereby agree to comply with all rules, regulations, restrictions, policies and procedures of Lincoln County and the Star Valley Ranch Association. Should it become necessary for the Star Valley Ranch Association to consult with or take action, with or without suit, to enforce the Building Plan Request, Building Permit or any other Building Rules and Regulations of the Association, I will pay all of the Associations attorney fees, court costs and other costs incurred therein.

Owner

Owner

Date

Date

**SVRA ARCHITECTURAL COMMITTEE
MATERIALS DESCRIPTION**

DATE: _____

PLAT/LOT: _____

OWNER: _____

CONTRACTOR: _____

1. **EXCAVATION:**
Please contact Lower Valley Energy, Silver Star Telephone and Lincoln County for line locations before excavation.

2. **EXTERIOR WALLS:**
Material (i.e. wood siding, log, and masonry): _____

Stain or paint colors (please include trim): _____

3. **ROOF FRAMING:**
100# PSF Snow load is recommended. PSF Snow load is: _____
(Please note on all building plans, along with overhangs)

4. **ROOFING:**
Material (i.e. shakes, metal): _____
Color: _____

5. **DRIVEWAYS:**
To insure proper drainage, culverts or retaining walls may be required.

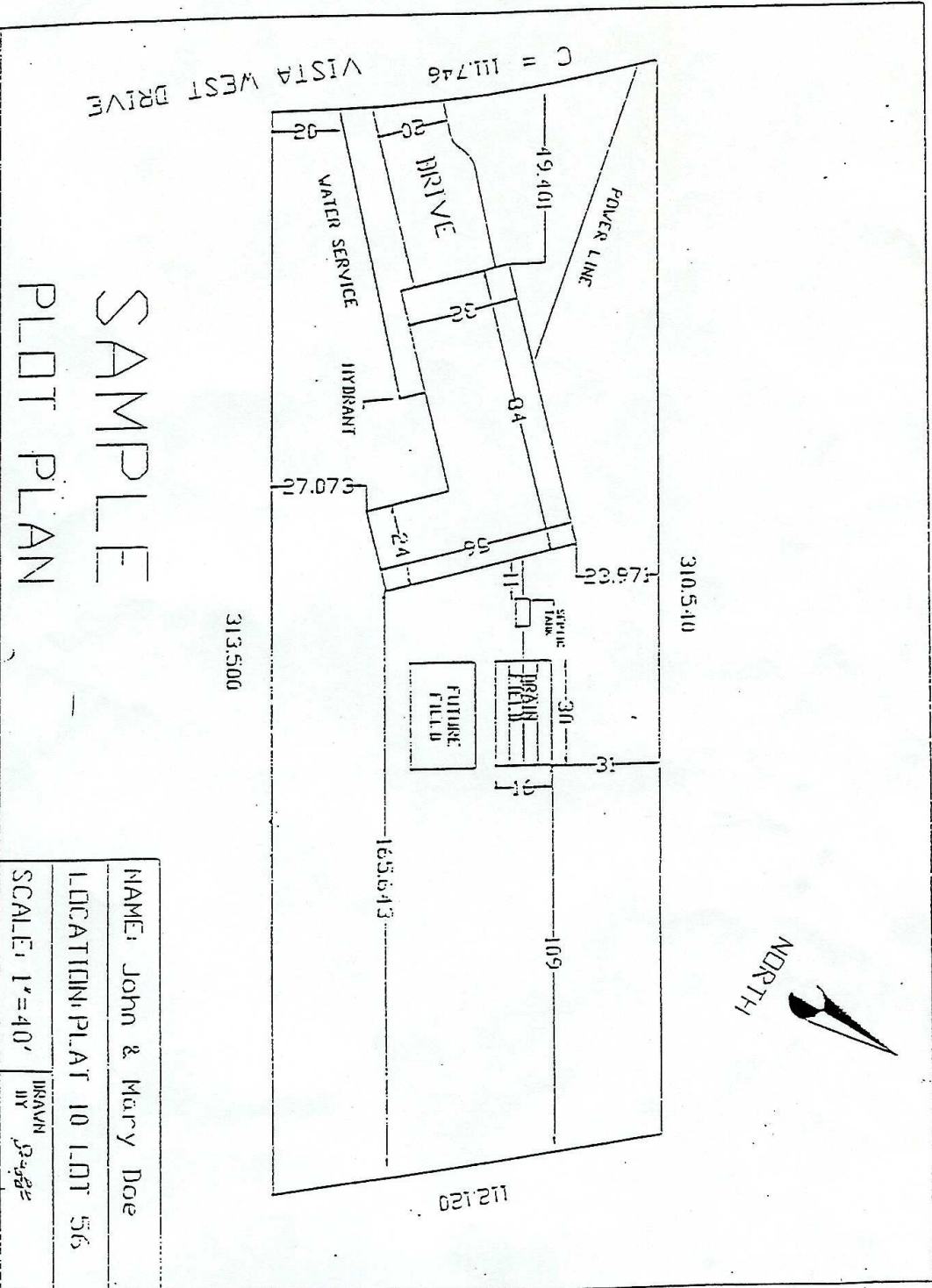
6. **LANDSCAPING:**
No structures or landscaping are to encroach on road or utility easements.

7. **MISCELLANEOUS:**
Describe any external materials or decorative landscaping items not shown elsewhere. _____

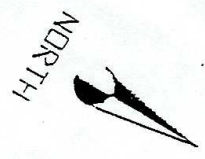
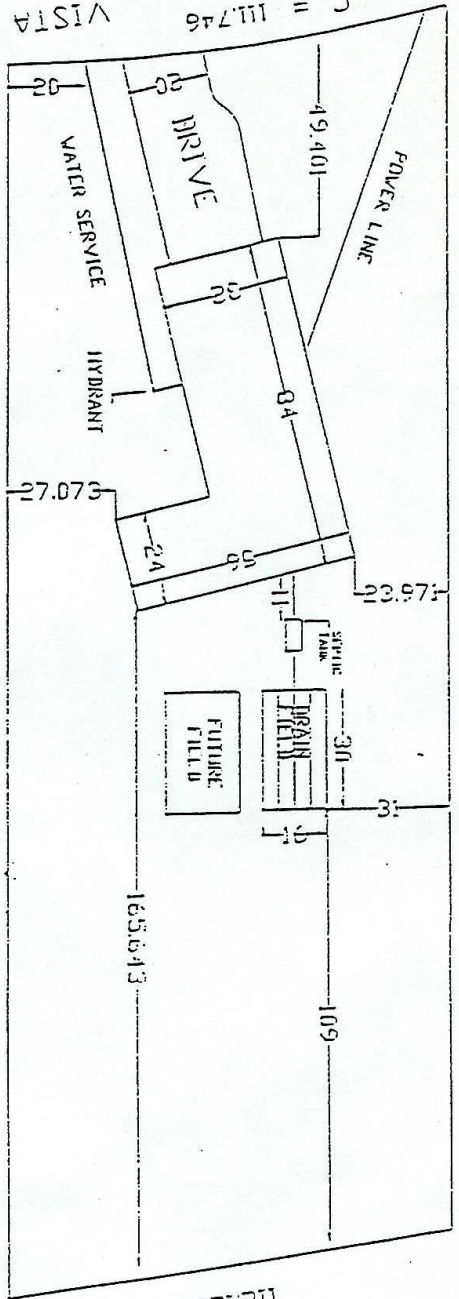
Date: _____

Signature: _____

Signature: _____



VISTA WEST DRIVE
C = 111.746



SAMPLE
PLOT PLAN

NAME: John & Mary Doe
LOCATION: PLAT 10 LOT 56
SCALE: 1" = 40'
DRAWN BY: J. Doe

Star Valley Ranch Association Rules and Regulations Architectural Control

Section 1. Adoption of International Code Council. The International Code Council, IRC/IBC, 2006 Edition, is hereby adopted. All buildings and other structures, including any additions to or changes or alteration thereof, erected or placed on any Lot shall conform in all respects to the IRC/IBC, 2006 Edition. To insure that all buildings and other structures, including any additions to or change or alteration thereof, are constructed in accordance with the IRC/IBC and with these Rules and Regulations (Architectural Control). All inspections from foundations thru final, will be handled by the Town of Star Valley Ranch, and their Planning and Zoning Board.

The Association shall have the right to enforce, by any proceeding at law or in equity, all provisions of said Rules and Regulations (Architectural Control) and the Declaration of Covenants, Conditions and Restrictions. The provisions of Section 2 and 3 of these Rules and Regulations (Architectural Control) and the Declaration of Covenants, Conditions, and Restrictions shall prevail over any inconsistent or conflicting provision of the IRC/IBC, 2006 Edition.

Section 2. Architectural Requirements. All buildings and other structures, including any addition to or change or alteration thereof, erected or placed on any Lot shall conform to the following requirements:

- (a) Roof pitch shall be no less than five (5) vertical inches for each twelve (12) horizontal inches (5/12).
- (b) The floor area of all residential structures shall be noted on the building plans and specifications which are filed with the Board of Directors or the Architectural Committee. The floor area of all residential structures shall be no less than that specified by the applicable Declaration of Covenants, Conditions and Restrictions.
- (c) Every residential structure may have an attached or detached garage which houses no more than three (3) cars.
- (d) Every Lot improved by a residential structure shall have thereon at least (1), one or more if desired, sanitary hydrants and provided with an approved backflow prevention device with purging valves. The location of such hydrant or hydrants shall be shown on the block or plot plan which is included with the plans and specifications filed with the Board of Directors or Architectural Committee.
- (e) All building materials utilized shall be new and unused. Roofing materials shall be wood shake, asphalt composition (minimum 30 years), metal, tile or other roofing material approved in advance, in writing, by the Architectural Committee. All steel or vinyl siding shall be applied in horizontal strips. Provided, however, steel or vinyl siding in vertical strips may be approved by the Architectural Committee if shown to its satisfaction by the Member or Owner that vertical strips match the exteriors of existing structures in the immediate vicinity.
- (f) Approval of all exterior colors must be obtained, in writing, from the Architectural Committee prior to the commencement of any work on a building or other structure. Color chips for siding, trim, doors and roofing shall be submitted to the Board of Directors or Architectural Committee as a part of the building plans and specifications.
- (g) A block or plot plan shall be filed with the Board of Directors or Architectural Committee as a part of the building plans and specifications. Said block or plot plan shall be drawn to scale and shall show the exact location of all proposed structures, Lot setbacks and Lot dimensions. No building shall be located on any Lot nearer to the street than 30 feet therefrom measured to the foundations of such building except in plats 4, 11, 17, 18 & 22 in which eaves, steps, and open porches shall be considered part of a building. No building shall be located on a Lot bordering a golf course which is nearer to the golf course than 30

- feet therefrom measured to the foundation of such building except in plats 4, 11, 17, 18 & 22 in which eaves, steps, and open porches shall be considered part of a building. Other rear and side setback requirements are specified in the applicable Declaration of Covenants, Conditions and Restrictions. It shall be the responsibility of Members and Owners to insure that all improvements, including utilities, driveways and decks, are installed in those respective locations as shown on the plans and specifications.
- (h) The Association recommends a minimum 100 pounds per square foot snow load roof design. It shall be the responsibility of Members and Owners to insure what snow load is adequate and safe for their specific building, and noted on the building plans.
 - (i) Plans and specifications filed with the Board of Directors or Architectural Committee shall include a profile or elevation drawing showing the height or elevation of all proposed structures. Said heights and elevations shall be shown from both the top of the foundation wall and from an established point on the Lot which will not be disturbed during the course of construction. Said profile or elevation shall include at least four (4) exterior views and shall be drawn to scale. Said profile or elevation shall also include a scaled cross-sectional view of the foundation and stem wall.
 - (j) Spark arrestors shall be placed on all chimneys, except those used exclusively for venting propane or natural gas burners.
 - (k) All roof overhangs or eaves on gable ends shall extend a minimum of 12 inches beyond the adjoining wall. All roof overhangs or eaves on pitch sides shall extend a minimum of 18 inches beyond the adjoining wall.
 - (l) Plans and specifications filed with the Board of Directors or Architectural Committee shall include a landscaping plan (sketch or drawing) for the front yard only and a drainage site plan for the entire property that addresses water drainage onto and away from the proposed building and property. Said landscaping plan shall show the proposed location of natural or undisturbed areas, lawn or grass, driveways, trees, shrubs and other décor.
 - (m) Any building or other structure shall be finished or prosecuted to completion within two (2) years after the commencement of work thereon. Any approval of plans and specifications filed with the Board of Directors or Architectural Committee shall be valid for a period of two (2) years after such approval is given. The Architectural Committee may grant an extension of its approval upon good cause shown.
 - (n) For purposes of public safety all residences must display those house numbers assigned by the Lincoln County Planning Office. Such house numbers may be attached to the house, a garage, or a post set near the street, but in any event, must be readable from the street.
 - (o) No building or other structure which does not comply fully with the approved plans and specifications shall be erected, constructed, placed or maintained upon any Lot. No changes or deviations in or from the plans and specifications as approved shall be made without the prior written consent of the Architectural Committee.
 - (p) Every residential structure may have an attached or detached dog run located at the back or sides of the house, provided that said structure is made of chain link, or any other material that is approved by the SVRA Board of Directors and / or the Architectural Committee. The structure cannot exceed 128 square feet, by 6 feet in height; the plans for which must be submitted to and approved by the Architecture Control Committee or Board of Directors *prior to construction*. Dog runs at the side of a house will be approved only when location at the rear is impractical.
 - (q) Star Valley Ranch Association, its Board of Directors or Architectural Committee shall not be responsible or liable for any structural defects in the plans and specifications, whether approved or not, or in any building or other structure erected according to said plans and specifications. Neither Star Valley Ranch Association nor its Board of Directors or Architectural Committee shall be responsible or liable for the location of Lot lines or boundaries, for the erroneous or improper location of boundaries, buildings or other structures on the plans and specifications, whether approved or not, or for the erroneous or improper location of any building or other structure.

- (r) Star Valley Ranch Association nor its Board of Directors or Architectural Committee, nor any director or committee member, shall be liable to any Lot Owner or Member, or to any other person, for any damage, loss or prejudice suffered or claimed on account of (i) the approval or disapproval of any plans, drawings or specifications, whether or not defective; (ii) the failure to enforce these Rules and Regulations (Architectural Control), the IRC/IBC, 2006 Edition, or the Declaration of Covenants, Conditions and Restrictions or to restrain a violation thereof; (iii) the failure to insure that all elements of the design and construction comply with these Rules and Regulations (Architectural Control), the IRC/IBC, 2006 Edition, or the Declaration of Covenants, Conditions and Restrictions; (iv) the construction or performance of any work on a lot, whether or not pursuant to approved plans and specifications, or (v) otherwise carrying out the duties or exercising the powers of the Architectural Committee.

Section 3: Signs. One "For Sale" sign measuring no more than 9 inches by 12 inches may be displayed on each unimproved lot. One "For Sale" sign measuring no more than 18 inches by 24 inches may be displayed on each improved lot. Large post with cross or L bars are prohibited. The 18 by 24 inch sign may have one rider, which may not exceed 6 inches by 24 inches, can be attached to either the top or bottom of the sign. A solid sign 24 inches by 24 inches is not in compliance with this regulation. Arrow signs either on or off the property, down the street at an intersection or crossroad is not allowed. Legal "For Sale" signs may be provided by the Association, the lot owner, or the listing real estate agent. All "For Sale" signs shall be removed within one week following the closing of the sale.

Political campaign signs may be displayed during the course of a political campaign. No advertising signs other than those hereby expressly approved shall be displayed on any lot within Star Valley Ranch. Political signs must be removed the day following the election.

Approved the 18th day of June, 2005, by the Star Valley Ranch Association Board of Directors.
Revised and approved the 15th day of September 2007 by the Star Valley Ranch Association Board of Directors.

Section 4: Enforcement. The Association shall have the right to enforce, by any proceeding at law or in equity, all provisions of these Rules and Regulations (Architectural Control), the IRC/IBC, 2006 Edition, and the Declaration of Covenants, Conditions, and Restrictions. In any action to enforce any of said provisions, including the defense of any of said provisions, the Association shall be entitled to recover its legal fees and expenses in the event that a court shall determine that a Member or Owner has committed one or more violations of said Rules and Regulations (Architectural Control), the IRC/IBC, 2006 Edition, or the Declaration of Covenants, Conditions and Restrictions or to restrain a violation thereof.

Approved as amended this 17th day of January, 2009 by the Star Valley Ranch Association Board of Directors by a vote of 6 in favor and one abstention. Effective date is 17th day of January, 2009.

Curtis Cheshire, Chairman

Attest: _____
Ron Meeks, Secretary

Rules & Regulations
Revised January 17, 2009